REGULAR MEETING OF THE CITY COMMISSION AGENDA

Tuesday, August 20, 2024 at 4:30 PM
City Hall – 38 1st Street West Dickinson, ND 58601

Commissioners:
President: Scott Decker
Vice President: Robert Baer
Jason Fridrich
John Odermann
Joe Ridl

CALL TO ORDER

ROLL CALL

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL

A. Resolution No: 36-2024

Ordinance No: 1807

2. CONSENT AGENDA

A. Approval of Meeting Minutes dated August 6, 2024 (Enc.)

Presented by: President Decker

Consideration to approve

B. Approval of Accounts Payable, Commerce Bank and Checkbook (Enc.)

Presented by: President Decker

Consideration to approve

3. ADMINISTRATION / FINANCE

A. Storage Area Network (SAN) Replica RFP (Enc.)

Presented by: IT Director Meyer

Consideration to approve

B. Chapter 29 Code Amendment - Drug and Alcohol (Enc.)

Presented by: Risk Mgmt. Specialist Beck

Consideration to approve second reading and final passage of Ordinance No. 1805

C. Chapter 29 Code Amendment - Probationary Period (Enc.)

Presented by: HR Director Nameniuk

Consideration to approve second reading and final passage of Ordinance No. 1806

D. Class A Liquor License Transfer for DYC (Enc.)

Presented by: Police Chief Cianni

Consideration to approve

E. Gaming Site Authorization - Dickinson Youth Activities (Enc.)

Presented by: Police Chief Cianni

Consideration to approve

F. Tobacco License - DYC (Enc.)

Presented by: Police Chief Cianni

Consideration to approve

G. Monthly Financial Report (Enc.)

Presented by: Deputy City Administrator Carlson

Consideration to approve

H. HR Monthly Report (Enc.)

Presented by: HR Director Nameniuk

4. PUBLIC WORKS

5. PUBLIC SAFETY - FIRE

6. PUBLIC SAFETY - POLICE

A. Public Safety Answering Point (Dispatch Center) - Advisory Board Commission Member

Presented by: Chief Cianni

Consideration to approve

7. COMMUNITY DEVELOPMENT

A. 5th Street SE Task Order Amendment to Highlands Engineering (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Task Order

B. Job Description - Construction Project Manager (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Job Description

C. Job Description - Senior Engineer - (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve job description

D. Renaissance Zone Application (Enc.)

Presented by: City/County Planner Josephson

Consideration to approve Resolution No. ____

E. Rezoning Request - Wood Acres Subdivision (Enc.)

Presented by: City/County Planner Josephson

Consideration to approve second reading and final passage of Ordinance 1799

F. Final Plat - Wood Acres Subdivision (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Resolution No. ___

G. Engineering and Community Development Monthly Report (Enc.)

Presented by: Engineering and Community Development Director Skluzacek

8. PUBLIC HEARING AND PUBLIC COMMENTS NOT ON AGENDA – 5:00 PM

A. Public Transit Grant (Enc.)

Presented by: Executive Director Rodakowski

B. Public Hearing - Rezone Request - Russ Heiser (Enc.)

Presented by: City/County Planner Josephson

Consideration to approve first reading of Ordinance No. _____

C. Public Hearing - Chapter 39 - Zoning Text Amendment - Fence Permit (Enc.)

Presented by: Building Official Schwindt

Consideration to approve first reading of Ordinance No. _____

D. Public Hearing - Chapter 39 - Zoning Text Amendment - Accessory Structures - (Enc.)

Presented by: Building Official Schwindt

Consideration to approve first reading of Ordinance No. _____

E. Public Comments not on Agenda

Presented by: President Decker

9. COMMISSION

10. ADJOURNMENT

Link for viewing City Commission Meeting:
https://www.dickinsongov.com/meetings
This link will not be live until approximately 4:30 am on August 20, 2024.
Teams Meeting: https://tinyurl.com/CCM-08-20-2024-Teams
Teams Meeting ID: 264 827 043 188 **Meeting Passcode:** TRQU3b
Teams Phone #: 1-701-506-0320 **Phone Conference ID:** 509 305 867#
Local Phone #: 701-456-7006
Persons who desire to be heard under Section 8 "Public Comments not on Agenda" may call in at (701) 456-7006 at 5:00 PM MT.
Persons desiring to attend the meeting who require special accommodations are asked to contact the City Administrator by the Friday preceding the meeting.

REGULAR MEETING **DICKINSON CITY COMMISSION** **AUGUST 6, 2024**

I. CALL TO ORDER

President Scott Decker called the meeting to order at 4:30 PM

II. ROLL CALL

Present were: President Scott Decker, Vice President Robert Baer, Commissioners Jason Fridrich, John Odermann and Joe Ridl

Telephone: None

Absent: None

1. PLEDGE OF ALLEGIANCE

2. ORDER OF BUSINESS

MOTION BY: Robert Baer SECONDED BY: Jason Fridrich

To approve the August 6, 2024 meeting as presented.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

3. CONSENT AGENDA

MOTION BY: John Odermann SECONDED BY: Jason Fridrich

A. Approval of Meeting Minutes dated July 16, 2024

B. Approval of Accounts Payable, Commerce Bank and Checkbook

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

4. ADMINISTRATION/FINANCE

A. DSU Funding Request – Ag Building

City Administrator Dustin Dassinger states this item was on the last commission agenda and was tabled. He states DSU's original ask from the City was $2 million. Administrator Dassinger states this is a great project. Administrator Dassinger is asking City Commission to hold off on this project. He states the whole picture of upcoming projects, too many unknows that could have budgetary impacts and to hold off on any budgetary impacts at this time.

Commissioner Robert Baer agrees with Mr. Dassinger. He states right now we need to hold back on spending money and how the property tax is going to be on the ballot. He states if the City proceeds with the funding this, we will be robbing Peter to pay Paul, funding of terminal of airport and dinosaur museum. Wait for property tax and go from there.

President Scott Decker states if the City does decide on giving them money this has nothing to do for property taxes. This funding would come from the 30% of the 1% and this is put towards economic development. This revenue is from $2 to 2.4 million per year. This contribution has nothing to do with property tax. Property tax goes solely to general fund to fund the operating. Also, the City does have the Future Fund.

Commissioner John Odermann tends to agree with all Commissioners as the importance is the unknowns. He would like to visit with DSU about the community use of the aspect of that facility. 4H days used to be at the building and curious that 4H achievement days will be held there again.

Commissioner Jason Fridrich is in support of the project. He states DSU is an important part of the City but the City does have a responsibility to the be watching our spending

especially with the unknowns and property tax. After that vote we can take a look at it. Right now, hold off.

Commissioner Joe Ridl does agree with holding off as well. He looks at this and realizes this is $2 million dollar request right now, wouldn't it be better to let the people decide opposed to us 5 to decide.

President Scott Decker states that when it comes to economic development that is why we are elected. President Decker states the residents voted for the 1 cent to be toward economic development. He suggests the City hold off funding and have discussion again in December before going into next year.

City Attorney Christina Wenko states this item could be brought back second meeting in November for vote.

B. Group Commission Pictures – August 20, 2024 at 3:30 p.m.
City Administrator Dustin Dassinger states the photographer will be at City Hall at 3:30 p.m. for group pictures and individual pictures of the Commissioners.

C. Finance Tech Job Description
Deputy City Administrator Linda Carlson states the Finance Tech Job Description was tabled from the last meeting until the City met with two Commissioners. This was carried out and the recommendation to go forward is to update the Finance Supervisor and post internally and externally. Also, no action is requested on the Finance Tech Job Description at this time. The Deputy Finance Director to be reclassed with changes listed below: Title change, realigning responsibilities, supervision of Finance and Utility Billing and responsibilities include budget creation and annual audit preparation, overseeing the financial of grant administration, collaborating with all departments, debt, bonds, loans, overseeing the financials of the city, capital infrastructure and depreciation of fixed assets. This position would require a Bachelor Degree in Finance, Business or related field. There would be no change to Grade level of Grade 17 with an exempt status.

MOTION BY: Robert Baer SECONDED BY: John Odermann
To approve the Deputy Finance Director Job Description

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

D. 2025 Tax Levy Statement
Deputy City Administrator Linda Carlson presents the 2025 Tax Levy Statement that needs to be sent to the County Auditor. She presents the City mills that have been requested from 2018-2025. The City is allowed 105 mills for the general fund. The mills are based on the valuation and this valuation amount that includes construction and value of sales. She states the estimated city taxable value would be $140,461,879. Total dollar to be levied is $5,724,000.00 and the break down of tax levy dollars: City General Fund $4,600,304.96; Dickinson Area Public Library @ 4 mills $ 561,847.52; and Dickinson Airport @ 4 mills $ 561,847.52.

MOTION BY: Joe Ridl SECONDED BY: John Odermann
To approve the 2025 Tax Levy Statement.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

5. PUBLIC WORKS
A. No Report

6. PUBLIC SAFETY
A. Fire
1. No report

B. Police
1. No report

7. COMMUNITY DEVELOPMENT SERVICES

A. Chapter 14 Code Amendment – Floodplain Model Ordinance

Engineer and Community Development Director Joshua Skluzacek presents this as Floodplain Management Ordinance to repeal and replace the existing Ordinance. The new model ordinance is the recommended ordinance for all communities to adopt in North Dakota being it meets all Federal and State requirements for communities due to the Flood Insurance Rate Map update for Stark County. This is the second reading and no changes from the first reading.

MOTION BY: Robert Baer SECONDED BY: Jason Fridrich
To approve second reading and final passage of Ordinance 1800.

ORDINANCE NO. 1800

AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 14 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO FLOOD PREVENTION

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

C. Chapter 7 Amendments – Penalty Updates

City Attorney Christina Wenko presents Chapter 7 amendments which are done through the Building and Codes Department. Attorney Wenko states in order to be uniform throughout the code and make it easier to locate and understand these changes will be made. She states the language will be changed to the conviction fine of $1,000 and charge with a misdemeanor. The change will be a misdemeanor no matter what and this will be consistent within the chapter.

MOTION BY: Jason Fridrich SECONDED BY: Robert Baer
To approve second reading and final passage of Ordinance 1801.

ORDINANCE NO. 1801

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 7.180 OF CHAPTER 7 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO PENALTIES FOR BUILDING VIOLATIONS

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

D. Chapter 20 Amendments – Weeds

City Attorney Christina Wenko presents Chapter 20 amendments which pertain to weed control. She states this pertains to the height of the plant growth. Attorney Wenko states this language will be added into the chapter to clarify the growth when citizens ask for the code. This code does go along with the international code. She states the international property maintenance code for weed control cannot exceed 10". There are no changes from the first reading.

Commissioner Robert Baer states that the City needs to keep cutting our own property before we make others cut theirs.

MOTION BY: Joe Ridl SECONDED BY: John Odermann
To approve second reading and final passage of Ordinance 1802.

ORDINANCE NO. 1802

AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 20.08 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO WEEDS

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

E. Chapter 21 Amendments – Mobile Home Parks

City Attorney Christina Wenko presents Chapter 21 amendments which pertain to mobile home parks. This would amend and reenact housekeeping alphabetize section and it will remove appeal section; incorporates reference to mechanical code and adds a penalty section. This outlines very clearly the penalty section to maintain consistency. Ms. Wenko has made a few minor adjustments to the ordinance to make it clearer. She has added specific reference to suspension or revocation. Opportunity for individuals to have an appeal an if no appeal is taken the City would be able to suspend or revoke their license. She states the penalty operating without a license is a Class B and state level is infraction. This will give a better understanding on how the City is going to address mobile home and camp ground license. There have been no other changes that have been and recommend approval.

MOTION BY: John Odermann SECONDED BY: Joe Ridl
To approve second reading and final passage of Ordinance 1803.

ORDINANCE NO. 1803

AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 21.40 AND ARTICLE 21.50 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO MOBILE HOME COMMUNITY LICENSE AND CAMPGROUND LICENSE

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

F. Chapter 24 Amendments – Nuisances

City Attorney Christina Wenko presents chapter 24 amendments which pertain to nuisances. She states this would amend the code quite a bit during property maintenance issues. This section does not have a designated penalty section. The City would like to main this section identical. She states this is for cleanup to make it clear in regards to the penalties for nuisances. This is the second reading and there have been no changes since the first reading and staff recommend approval.

MOTION BY: Jason Fridrich SECONDED BY: Robert Baer
To approve second reading and final passage of Ordinance 1804.

ORDINANCE NO. 1804

AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 24.08 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO STORAGE OF JUNK, MAINTENANCE OF BLIGHTED STRUCTURES, ETC

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

**** Commissioner John Odermann left the Commission Meeting at 5:55 p.m.**

F. North Industries Street Contract Amendment with Braun Intertec

Engineer and Community Development Director Joshua Skluzacek presents a contract amendment with Braun Intertec for soil boring, sampling and testing of the SID area. The cost of this contract not to exceed is $25,190. City staff recommends approval.

MOTION BY: Robert Baer SECONDED BY: Joe Ridl
To approve Braun Intertec contract for North Industries

DISPOSITION: Roll call vote…Aye 4, Nay 0, Absent 1
Motion declared duly passed

G. Voluntary Special Improvement District for 33 7th Avenue West
Engineer and Community Development Director Joshua Skluzacek presents a resolution to have a voluntary special improvement district for 33 7th Avenue West for sanitary sewer replacement. This would be a 10-year term at 5.9% interest. He states City staff recommend approval.

MOTION BY: Jason Fridrich SECONDED BY: Robert Baer
Adopt Resolution No. 35-2024.

RESOLUTION NO. __35_ - 2024
A RESOLUTION CREATING A VOLUNTARY SPECIAL ASSESSMENT FOR SANITARY SEWER SERVICE

DISPOSITION: Roll call vote…Aye 4, Nay 0, Absent 1
Motion declared duly passed

H. Introduction of New City Planner
Engineer and Community Development Director Joshua Skluzacek introduces Natalie Birchak. She has come from the State of Ohio and will be the City's new Planner.

Ms. Natalie Birchak states she is an Ohio State University graduate and has worked with the City of Delaware in housing and development and looks forward to working with the City of Dickinson.

8. PUBLIC HEARING AND PUBLIC COMMENTS NOT ON AGENDA – 5:00 P.M.

A. Theodore Roosevelt Regional Airport 2025 Budget Presentation
Kelly Braun, Airport Manager presents preliminary budget for the airport. This report is for informational purposes only. He states the airport gets 4 mills from City and 1 from County and this is used for operating and then revenue from leases for others. Last couple of years been spot on with our budget projections and a not a whole lot left over at the end of the year. Mr. Braun states the presentation today states the airport has undergone terminal study and look at a new study. Study reuse or rehab current facility or better to build a new one. Airport alone cannot support this project

Tom Schauer from Mead and Hunt discusses the existing terminal which is 10,000 square feet and was built in 2001. The airport is hoping to maintain two charter services and flexibility. Mr. Schauer states the terminal is undersized due to increased passengers, TSA requirements and upgrading in aircraft from 50 to 76 passenger. Mr. Schauer states the terminal does not meet ADA requirements and existing structure was constructed before jet service. The airport is looking at new green field to the south of the runway. A new building to more adequately address future expansion, economic savings as LED lighting, and taking out complications of phasing. The new terminal would be 26,700 square feet and the cost of $46.5 million. It would have a centralized corridor. He states the funding plan for the new terminal would be federal funding which is incredibly difficult and competition is extremely high. This airport is selling to FAA and asking for 25% of the project. In addition, they are trying to get additional state funding. The request is at $12-15 million from the Federal and State $30 million and the rest from local funding of $2-5 million.

Mr. Braun states there is a 50-seat regional jet and are hoping for continued services at 76 seat aircraft. Building something in hopes that something will come. He states the demand

is already there. Flights are full every day. Mr. Braun states with new terminal and technology, they will be able to accommodate bags automatically. He states this is not a situation if it is here and we will look in future but it is to meet the demands of the community.

Commission Robert Baer believes the airport is actually put in a position that they need to build a new terminal and if they don't build jet waves than we could lose air service because air lines don't want to have their airlines subjected to outside air.

Mr. Braun states newer and larger aircraft would not be able to accommodate efficiency right now with walk up stair and would need a jet air walk up. The airport would like to expend these funds in 2026 and 2027. He states when they get grants from state and fed and spend funds them first and local spending last. The ask today is if we could get a letter of support from the commission supporting this project to take that forward.

MOTION BY: Robert Baer SECONDED BY: Joe Ridl
To approve a letter of support from the City of Dickinson for the Regional Airport.

DISPOSITION: Roll call vote…Aye 4, Nay 0, Absent 1
Motion declared duly passed

B. Public Hearing – Chapter 29 Code Amendment – Drug and Alcohol
Risk Management Specialist Greg Beck presents a Chapter 29 code update in regards to the Drug and Alcohol policy. Specialist Beck presents the revision of the drug and alcohol policy will make it easier to add new sections for different testing groups as determined by City Administration for the safety and welfare of all employees and making it easier to enforce the policy without confusion. This will in turn reduce the chance of liability to the City, by removing the chance of favoritism and the setting of precedence by how each case is handle. He states Civil Service has approved the policy and City Attorney has reviewed the policy and City Staff recommends approval.

President Scott Decker opens the public hearing at 5:31 p.m. Hearing no public comments, the public hearing is closed at 5:33 p.m. and the following motion is made.

MOTION BY: Jason Fridrich SECONDED BY: John Odermann
To approve first reading of Ordinance 1805.

ORDINANCE NO. 1805

AN ORDINANCE AMENDING AND RE-ENACTING SECTION TWENTY-NINE (29) OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING THE CITY'S DRUG AND ALCOHOL POLICY

DISPOSITION: Roll call vote…Aye 4, Nay 0, Absent 1
Motion declared duly passed

C. Public Hearing – Chapter 29 Code Amendment – Probationary Period
HR Coordinator Shelly Nameniuk states currently the probationary period is 90 days and the City is looking to extend that to six months. The ability to extend it another 6 months up to one year if needed. If more than one year is needed for the probationary period this extension would need to be approved by the Administrator. She states 90 days is really tough for supervisors to have the ability to properly train the staff. Civil Service and City staff recommend approval.

Commissioner John Odermann questions why in the world would the City approve more than a year of probationary period.

City Administrator Dustin Dassinger states this would be a very rare occasional such if someone was sick or maternity leave or others.

President Scott Decker opens the public hearing at 5:36 p.m. Hearing no public comments, the public hearing is closed at 5:37 and the following motion is made.

MOTION BY: Joe Ridl SECONDED BY: Robert Baer
To approve first reading of Ordinance 1806.

ORDINANCE NO. 1806

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 29.08.04060 – 15.22 OF CHAPTER 29 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO PROBATIONARY PERIOD FOR EMPLOYEES

DISPOSITION: Roll call vote…Aye 4, Nay 0, Absent 1
Motion declared duly passed

D. Public Comments not on Agenda

Mr. David Steinbach states he was reading about the agricultural building DSU and he is not quite sure why that involves economic development. He states DSU has an Ag building at the CTE and moved north to CTE complex and the City has already put forth $2 million to that already. They have already gotten more room because they have moved and how does the college, state institution, and the state already have school trust lands has $6 billion 790 million plus in a trust for education. Plus, they have $10 billion in the legacy fund. Why should the city of Dickinson put $2 million when the state has all this money sitting in limbo and every time a school needs something they are hitting up the residence. Don't understand how the city commission thinks they need to spend money on this project. When that was voted in it was also for property tax relief. Why not sure extra $2 million dollars for the residents of Dickinson when you go and do the street improvements. They are coming through my area last year and marked up way more curb and gutter. How curb and gutter is a resident own in the front of his home. Mr. Steinbach states people told him it is a waste of time to voice his opinion and the Commission doesn't hear your concerns. He states this is the first time in 40 years that Mr. Skluzacek and KLJ came over and looked at curbs and gutters. Don't see how the curb and gutters are the property owner's expense. He states he finally got to use homestead credit and now his valuation of his house is raised. He feels that he has paid more in taxes then what he purchased it for. He feels there is something wrong with this system.

President Scott Decker states that 30% of the 1% would be for economic development. He states when you have very large oil field sector of buildings and complexes within the City and they close their doors is now worth zero that gets absorbed across all of the residents. The City is trying to constantly trying to get new businesses here. There is nothing the City can do if someone pulls a permit and decides not to build. There are facilities that are in the works to come here but we will not get any credit for them opening, a portion of that money was dedicated to Stark Development $800,000 a year to promote economic development. The City is trying to bring new businesses here. New feed processing company to town soon. The City needs more houses and daycares to try to keep Dickinson viable.

9. COMMISSION

Commissioner Robert Baer thanks Mr. Skluzacek for completing the road construction on 15th Street this goes along Grand Dakota Hotel. He states this has nicely been done and it is not like off roading anymore and they did a fabulous job.

ADJOURNMENT

MOTION BY: Jason Fridrich SECONDED BY: Robert Baer
Adjournment of the meeting was at 6:00 P.M.

DISPOSITION: Roll call vote… Aye 4, Nay 0, Absent 1
Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

_____

Rita Binstock, Assistant to City Administrator

APPROVED BY:

_____

Dustin Dassinger, City Administrator

_____

Scott Decker, President
Board of City Commissioners

Date: August 20, 2024

Please Approve the following Manual Checks on 08-20-2024

CK#128292	PETTY CASH-REVOLVING FUNDS	$160.00
CK#128292	MACKOFF KELLOGG LAW FIRM	$32,000.00
CK#128456	PETTY CASH-REVOLVING FUNDS	$1,000.00
CK#128457	RHOADES, RON	$1,500.00
CK#128458	DOWN BOYS, INC	$17,500.00
CK#128459	WI SCTF	$244.00
CK#128460	CENTRAL DAKOTA FORENSIC NURSE	$8,213.06
CK#128461	PETTY CASH-REVOLVING FUNDS	$1,000.00
CK#128462	ELI YOUNG LLC	$20,000.00

PAYROLL TRANSACTIONS FROM PAY DATE 7/12/2024

GROSS WAGES	$	655,510.94
NET WAGES	$	467,985.25

TAXES

FEDERAL	$	53,825.53
FICA	$	95,599.32
STATE	$	2,592.23

PENSIONS

DEFINED BENEFIT - EE	$	2,349.37
DC-A EE	$	2,952.14
DC-A ER	$	2,952.14
NDPERS EE	$	30,522.78
NDPERS ER	$	46,104.17

PAYROLL TRANSACTIONS FROM PAY DATE 7/26/2024

GROSS WAGES	$	659,329.77
NET WAGES	$	472,903.68

TAXES

FEDERAL	$	53,058.19
FICA	$	96,190.82
STATE	$	2,408.57

PENSIONS

DEFINED BENEFIT - EE	$	2,320.20
DC-A EE	$	2,919.45
DC-A ER	$	2,919.45
NDPERS EE	$	29,976.48
NDPERS ER	$	45,218.92

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson
Payables Management

Ranges:
Vendor ID: First - Last
Class ID: First - Last
Payment Priority: First - Last
Vendor Name: First - Last

FED TAX CLAS: First - Last
Posting Date: First - Last
Document Number: First - Last

Print Option: DETAIL
Age By: Document Date
Aging Date: 8/14/2024

Exclude: Credit Balance, Zero Balance, No Activity, Unposted Applied Credit Documents, Multicurrency Info
Sorted By: Vendor Name
Due Date

*** - Indicates an unposted credit document that has been applied.**

Vendor ID: 4977 **Name:** ADVANTAGE CREDIT BUREAU **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	62494	INV	7/31/2024	7/31/2024	$353.50	CREDIT BUREAU CHECKS		$353.50			
							Due				
Voucher(s): 1						Aged Totals:	$353.50	$353.50	$0.00	$0.00	$0.00

Vendor ID: 5115 **Name:** ALLSTATE PETERBILT OF DICKINSON **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	4603110747	INV	7/23/2024	7/23/2024	$2,000.80	WORK DONE ON PETERBILT !		$2,000.80			
	4603111327	INV	7/31/2024	7/31/2024	$983.06	WORK DONE ON PETERBILT ;		$983.06			
							Due				
Voucher(s): 2						Aged Totals:	$2,983.86	$2,983.86	$0.00	$0.00	$0.00

Vendor ID: 9771 **Name:** AMAZON CAPITAL SERVICES **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1D3TFPHYLC64	INV	7/13/2024	7/13/2024	$408.74	GEL PENS, PERMANENT MAR			$408.74		
	1JHVKMPKFLRN	INV	8/1/2024	8/1/2024	$221.32	DIP		$221.32			
							Due				
Voucher(s): 2						Aged Totals:	$630.06	$221.32	$408.74	$0.00	$0.00

Vendor ID: 4557 **Name:** AMERICAN ENGINEERING TESTING INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	205890	INV	8/6/2024	8/6/2024	$2,748.30	202313 CELL 3B-5 EAST SIDEV		$2,748.30			
	206867	INV	8/6/2024	8/6/2024	$9,851.65	202402 2024 WATERMAIN & LE		$9,851.65			
	206905	INV	8/6/2024	8/6/2024	$2,295.25	202104 2024 SIMS ST QC TEST		$2,295.25			
							Due				
Voucher(s): 3						Aged Totals:	$14,895.20	$14,895.20	$0.00	$0.00	$0.00

Vendor ID: 4278 **Name:** APEX **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	19182	INV	7/31/2024	7/31/2024	$620.00	202416 1ST ST E SIMS TO 4TH		$620.00			
	19189	INV	7/31/2024	7/31/2024	$55,000.00	202104 SIMS ST IMPROVEMEN		$55,000.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

	19237	INV	7/31/2024	7/31/2024	$3,579.00	DIK GENERAL PLANNING & M(		$3,579.00				
	19238	INV	7/31/2024	7/31/2024	$11,995.50	202233 WEST BUSINESS LOO		$11,995.50				
	19240	INV	7/31/2024	7/31/2024	$81,187.97	202402 2024 WATERMAIN & LE		$81,187.97				
	19243	INV	7/31/2024	7/31/2024	$1,239.50	202503 2025 WATERMAIN & LE		$1,239.50				
							Due					
Voucher(s):	**6**					**Aged Totals:**	**$153,621.97**	**$153,621.97**	**$0.00**	**$0.00**	**$0.00**	

Vendor ID: 68 **Name:** B & K ELECTRIC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	200579	INV	7/29/2024	7/29/2024	$10,032.50	TRAFFIC LIGHT BILLINGS JAN		$10,032.50			
							Due				
Voucher(s):	**1**					**Aged Totals:**	**$10,032.50**	**$10,032.50**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 49 **Name:** BAKER & TAYLOR CO (GA) **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2038434040	INV	7/23/2024	7/23/2024	$509.29	BC		$509.29			
	2038436756	INV	7/23/2024	7/23/2024	$23.01	DIP TEEN		$23.01			
	2038443294	INV	7/24/2024	7/24/2024	$51.88	DIP CH		$51.88			
							Due				
Voucher(s):	**3**					**Aged Totals:**	**$584.18**	**$584.18**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 6203 **Name:** BALCO UNIFORM - POLICE ACCOUNT **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	80250-1	INV	7/31/2024	7/31/2024	$134.00	CLOTHING FOR POLICE DEPT		$134.00			
	79724-1	INV	8/2/2024	8/2/2024	$169.80	PROSECUTOR BADGE		$169.80			
	80403-1	INV	8/8/2024	8/8/2024	$54.00	PANTS FOR POLICE DEPT		$54.00			
							Due				
Voucher(s):	**3**					**Aged Totals:**	**$357.80**	**$357.80**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 4637 **Name:** BEAVERBUILT METAL FABRICATION **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	6040	INV	8/5/2024	8/5/2024	$6,500.00	MODEL #ROC-2260 ROLL OFF		$6,500.00			
							Due				
Voucher(s):	**1**					**Aged Totals:**	**$6,500.00**	**$6,500.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 817 **Name:** BECKER, DANA **Class ID:** **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	HEALTH INS PREMIU	INV	8/10/2024	8/10/2024	$1,021.26	OPEB HLTH BENEFIT		$1,021.26			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

			Due				
Voucher(s): 1	Aged Totals:	$1,021.26	$1,021.26	$0.00	$0.00	$0.00

Vendor ID: 773 **Name:** BERGER ELECTRIC INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	87569	INV	7/29/2024	7/29/2024	$266.00	RAB X22		$266.00			
	87578	INV	7/30/2024	7/30/2024	$160.00	HOOK UP PUMP		$160.00			

			Due				
Voucher(s): 2	Aged Totals:	$426.00	$426.00	$0.00	$0.00	$0.00

Vendor ID: 5996 **Name:** BIG HORN TIRE, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	19833	INV	7/16/2024	7/16/2024	$300.50	NEW TIRES		$300.50			
	19879	INV	7/26/2024	7/26/2024	$796.75	NEW TIRES		$796.75			
	19898	INV	7/29/2024	7/29/2024	$757.28	NEW TIRES R-62		$757.28			
	19900	INV	7/30/2024	7/30/2024	$228.00	REPLACE ALL 4 1ST DRIVE AX		$228.00			
	19903	INV	7/31/2024	7/31/2024	$21.00	REPLACED TIRE TUBE		$21.00			
	19907	INV	7/31/2024	7/31/2024	$50.00	REINFORCE PATCH REPAIR		$50.00			
	19929	INV	8/6/2024	8/6/2024	$50.00	REINFORCE PATCH REPAIR		$50.00			
	19932	INV	8/7/2024	8/7/2024	$210.00	NEW TIRES		$210.00			
	19951	INV	8/9/2024	8/9/2024	$347.10	ND SERVICE CALL		$347.10			
	19961	INV	8/12/2024	8/12/2024	$195.00	REINFORCE PATCH REPAIR		$195.00			

			Due				
Voucher(s): 10	Aged Totals:	$2,955.63	$2,955.63	$0.00	$0.00	$0.00

Vendor ID: 2551 **Name:** BLACKSTONE AUDIO, INC. **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2164683	INV	7/31/2024	7/31/2024	$1,121.93	DIP AV		$1,121.93			

			Due				
Voucher(s): 1	Aged Totals:	$1,121.93	$1,121.93	$0.00	$0.00	$0.00

Vendor ID: 4390 **Name:** BRAUN DISTRIBUTING **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	368677	INV	8/1/2024	8/1/2024	$156.50	30 ICE CUBES ARCTIC GLACIE		$156.50			
	368954	INV	8/6/2024	8/6/2024	$456.62	78 CASES OF WATER		$456.62			

			Due				
Voucher(s): 2	Aged Totals:	$613.12	$613.12	$0.00	$0.00	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 1432 **Name:** BROWN, DAN **Class ID:** **FED TAX CLAS:** EMPLOY

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	HEALTH INS PREMIU	INV	8/14/2024	8/14/2024	$368.97	OPEB HLTH BENEFIT		$368.97			
							Due				
Voucher(s): 1						Aged Totals:	$368.97	$368.97	$0.00	$0.00	$0.00

Vendor ID: 9721 **Name:** CAPITAL INDUSTRIES LLC/CAP-IT-ALL **Class ID:** 1099 **FED TAX CLAS:** LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	7201	INV	7/31/2024	7/31/2024	$188.00	MENDING FOR POLICE DEPT		$188.00			
							Due				
Voucher(s): 1						Aged Totals:	$188.00	$188.00	$0.00	$0.00	$0.00

Vendor ID: 610 **Name:** CARQUEST AUTO PARTS STORES **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2781-419679	CRM	7/31/2024		($44.00)	2 CORE RETURNS		($44.00)			
	2781-419640	INV	7/31/2024	7/31/2024	$16.99	BAND CLAMP		$16.99			
	2781-419641	INV	7/31/2024	7/31/2024	$609.98	BATTERY		$609.98			
	2781-419759	INV	7/31/2024	7/31/2024	$182.58	BATTERY		$182.58			
	2781-419927	INV	8/6/2024	8/6/2024	$143.20	BRAKLEEN, GASKETS, SCRAI		$143.20			
	2781-419958	INV	8/7/2024	8/7/2024	$19.16	LILTREE BLACK ICE SMELLER		$19.16			
	2781-419960	INV	8/7/2024	8/7/2024	$95.90	BAND CLAMP, OIL FILTER, BR		$95.90			
	2781-419964	INV	8/7/2024	8/7/2024	$69.20	OIL FILTERS		$69.20			
	2781-420004	INV	8/7/2024	8/7/2024	$41.52	OIL FILTER LD		$41.52			
							Due				
Voucher(s): 9						Aged Totals:	$1,134.53	$1,134.53	$0.00	$0.00	$0.00

Vendor ID: 3431 **Name:** CENGAGE LEARNING **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	84720956	INV	7/24/2024	7/24/2024	$53.98	BC		$53.98			
	84721225	INV	7/24/2024	7/24/2024	$73.47	SLOPE		$73.47			
							Due				
Voucher(s): 2						Aged Totals:	$127.45	$127.45	$0.00	$0.00	$0.00

Vendor ID: 4721 **Name:** CIVIL SCIENCE INFRASTRUCTURE INC **Class ID:** **FED TAX CLAS:** CORPORATION

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	16446	INV	8/5/2024	8/5/2024	$1,473.75	202319 ENTRANCE SIGNS		$1,473.75			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

							Due			
Voucher(s):	1					Aged Totals:	$1,473.75	$1,473.75	$0.00	$0.00	$0.00

Vendor ID: 128 **Name:** CONSOLIDATED COMM CORP **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2716800 080124	INV	8/1/2024	8/1/2024	$2,307.72	MONTHLY PHONE BILLING		$2,307.72			
							Due				
Voucher(s):	1					Aged Totals:	$2,307.72	$2,307.72	$0.00	$0.00	$0.00

Vendor ID: 142 **Name:** DACOTAH PAPER CO **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	50890	INV	8/5/2024	8/5/2024	$78.79	SOAP HAND LQ ANTIBAC		$78.79			
							Due				
Voucher(s):	1					Aged Totals:	$78.79	$78.79	$0.00	$0.00	$0.00

Vendor ID: 9705 **Name:** DAKOTA OUTDOOR ADVERTISING **Class ID:** 1099 **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	28392	INV	8/7/2024	8/7/2024	$595.00	NETWORK 080724-090324		$595.00			
							Due				
Voucher(s):	1					Aged Totals:	$595.00	$595.00	$0.00	$0.00	$0.00

Vendor ID: 5548 **Name:** DAKOTA POWER HYDRAULICS **Class ID:** 1099 **FED TAX CLAS:** LLC AS PARTNERSHIP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3251	INV	8/1/2024	8/1/2024	$715.00	CYLINDER TEARDOWN, ASSE		$715.00			
							Due				
Voucher(s):	1					Aged Totals:	$715.00	$715.00	$0.00	$0.00	$0.00

Vendor ID: 5826 **Name:** DAKOTA PRAIRIE REFINNING, LLC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	080524	INV	8/5/2024	8/5/2024	$2,168.32	CONVEYANCE FEE		$2,168.32			
							Due				
Voucher(s):	1					Aged Totals:	$2,168.32	$2,168.32	$0.00	$0.00	$0.00

Vendor ID: 5166 **Name:** DICKINSON PARKS & REC (MEMBERS) **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3190198	INV	8/14/2024	8/14/2024	$2,142.74	EMPLOYEE MEMBERSHIPS		$2,142.74			
							Due				
Voucher(s):	1					Aged Totals:	$2,142.74	$2,142.74	$0.00	$0.00	$0.00

Vendor ID: 2651 **Name:** DICKINSON PRESS-SUBSCRIPTIONS **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	177836786 072724	INV	7/27/2024	7/27/2024	$194.29	SUBSCRIPTION FOR BALER B		$194.29			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

			Due				
Voucher(s): 1	Aged Totals:	$194.29	$194.29	$0.00	$0.00	$0.00

Vendor ID: 179 **Name:** DICKINSON READY MIX **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	287486	INV	8/1/2024	8/1/2024	$1,600.00	25 STRAW BLANKETS		$1,600.00			

			Due				
Voucher(s): 1	Aged Totals:	$1,600.00	$1,600.00	$0.00	$0.00	$0.00

Vendor ID: 182 **Name:** DICKINSON TIRE INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1-184350	INV	8/5/2024	8/5/2024	$125.50	INSTINCT SUB, CP6		$125.50			

			Due				
Voucher(s): 1	Aged Totals:	$125.50	$125.50	$0.00	$0.00	$0.00

Vendor ID: 1233 **Name:** DONUT HOLE, THE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	64544	INV	7/30/2024	7/30/2024	$117.98	2 DZ DONUTS, 2 DZ CARMEL I		$117.98			

			Due				
Voucher(s): 1	Aged Totals:	$117.98	$117.98	$0.00	$0.00	$0.00

Vendor ID: 6501 **Name:** EBELHAR ROBERT **Class ID:** **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	RE 080624	INV	8/6/2024	8/6/2024	$49.58	EMPLOYEE EXP-ROBERT EBE		$49.58			

			Due				
Voucher(s): 1	Aged Totals:	$49.58	$49.58	$0.00	$0.00	$0.00

Vendor ID: 1039 **Name:** ELDER CARE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	6140	INV	7/30/2024	7/30/2024	$762.47	MONTHLY BILLINGS		$762.47			

			Due				
Voucher(s): 1	Aged Totals:	$762.47	$762.47	$0.00	$0.00	$0.00

Vendor ID: 6113 **Name:** FLEETMIND SOLUTIONS INC. **Class ID:** **FED TAX CLAS:** CORPORATION

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	10625	INV	5/3/2024	5/3/2024	$1,015.00	MAY MONTHLY DATA W/VERI					$1,015.00
	10626	INV	5/3/2024	5/3/2024	$435.03	MAY MONTHLY DATA W/VERI					$435.03
	10789	INV	6/7/2024	6/7/2024	$1,015.00	JUNE MONTHLY DATA W/VER				$1,015.00	
	10790	INV	7/7/2024	7/7/2024	$435.03	JUNE MONTHLY DATA W VER			$435.03		
	11131	INV	8/9/2024	8/9/2024	$1,015.00	AUG MONTHLY DATA W/VERI		$1,015.00			
	11132	INV	8/9/2024	8/9/2024	$435.03	AUG-MONTHLY DATA W/VERI		$435.03			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

			Due				
Voucher(s): 6	Aged Totals:	$4,350.09	$1,450.03	$435.03	$1,015.00	$1,450.03

Vendor ID: 4604 **Name:** FMWS CONSTRUCTORS LLC/ROCK SOLID EXPRI **Class ID:** 1099 **FED TAX CLAS:** LLC AS A P--REPORT

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	20167	INV	8/7/2024	8/7/2024	$7,480.00	202216 BALER BUILDING EXP/		$7,480.00			

			Due				
Voucher(s): 1	Aged Totals:	$7,480.00	$7,480.00	$0.00	$0.00	$0.00

Vendor ID: 5795 **Name:** FORCE AMERICA DISTRIBUTING LLC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	IN200-1050008	INV	7/25/2024	7/25/2024	$874.00	5 MB FLAT DATA PLAN US W/I		$874.00			

			Due				
Voucher(s): 1	Aged Totals:	$874.00	$874.00	$0.00	$0.00	$0.00

Vendor ID: 5859 **Name:** FORUM COMMUNICATIONS CO. **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	I2024.00013608	INV	3/31/2024	3/31/2024	$250.00	ADVERTISING-LEGACY SQUA					$250.00
	MP119154 073124	INV	7/31/2024	7/31/2024	$99.00	ADVERISING -MUSEUM		$99.00			

			Due				
Voucher(s): 2	Aged Totals:	$349.00	$99.00	$0.00	$0.00	$250.00

Vendor ID: 6287 **Name:** FRIES JOEL/ TRACKER MANAGEMENT **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP/SINGLE LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	17403	INV	8/4/2024	8/4/2024	$2,619.34	07-26-24 DICKINSON-SHAKOP		$2,619.34			
	17440	INV	8/4/2024	8/4/2024	$4,868.88	TIRES, DOT INSPECT,DOT INS		$4,868.88			
	17495	INV	8/8/2024	8/8/2024	$2,445.86	08-05-24 DICKINSON-SHAKOP		$2,445.86			
	17532	INV	8/10/2024	8/10/2024	$4,975.15	TIRES, DOT INSPECTION, SHC		$4,975.15			

			Due				
Voucher(s): 4	Aged Totals:	$14,909.23	$14,909.23	$0.00	$0.00	$0.00

Vendor ID: 668 **Name:** GALLS INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	028519005	INV	7/17/2024	7/17/2024	$477.91	CLOTHING FOR FIRE DEPT		$477.91			

			Due				
Voucher(s): 1	Aged Totals:	$477.91	$477.91	$0.00	$0.00	$0.00

Vendor ID: 3508 **Name:** GALSTER, NEIL **Class ID:** **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	REIM EYEWA SAFE	INV	8/5/2024	8/5/2024	$95.00	REIMBURSEMENT -EYEW SAF		$95.00			

							Due				
Voucher(s):	1					Aged Totals:	$95.00	$95.00	$0.00	$0.00	$0.00

Vendor ID: 243 **Name:** GEORGES TIRE SHOP INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	181193	INV	7/31/2024	7/31/2024	$15.00	1 TUBE		$15.00			
	182426	INV	7/31/2024	7/31/2024	$15.00	1 TUBE R-27		$15.00			
							Due				
Voucher(s):	2					Aged Totals:	$30.00	$30.00	$0.00	$0.00	$0.00

Vendor ID: 6082 **Name:** GOOSENECK IMPLEMENT **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	11125222	INV	7/29/2024	7/29/2024	$66.87	3 MOWER BLADES		$66.87			
	11132859	INV	8/6/2024	8/6/2024	$57.12	4 HOSE FITTINGS		$57.12			
							Due				
Voucher(s):	2					Aged Totals:	$123.99	$123.99	$0.00	$0.00	$0.00

Vendor ID: 9747 **Name:** GREEN LANDON **Class ID:** **FED TAX CLAS:** EMPLOYEE REIMBURSE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	MILEAGE JULY 2024	INV	8/1/2024	8/1/2024	$72.63	MILEAGE FOR JULY 2024		$72.63			
							Due				
Voucher(s):	1					Aged Totals:	$72.63	$72.63	$0.00	$0.00	$0.00

Vendor ID: 3526 **Name:** GREENSHADES SOFTWARE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	310053	INV	8/13/2024	8/13/2024	$279.14	EMPLOYEE ACCESS PACKAG		$279.14			
							Due				
Voucher(s):	1					Aged Totals:	$279.14	$279.14	$0.00	$0.00	$0.00

Vendor ID: 9724 **Name:** HAWTHORN SUITES by WYNDHAM DICKINSON **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	080124	INV	8/1/2024	8/1/2024	$2,009.46	GUEST SERVICES		$2,009.46			
							Due				
Voucher(s):	1					Aged Totals:	$2,009.46	$2,009.46	$0.00	$0.00	$0.00

Vendor ID: 362 **Name:** HAYNES, MELBYE LAW OFFICE PLLC **Class ID:** 1099 **FED TAX CLAS:** ATTORNEY

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	A GALLEGO 080524	INV	8/5/2024	8/5/2024	$312.50	LEGAL SERVICES-A GALLEGC		$312.50			
	C KRAMER 080524	INV	8/5/2024	8/5/2024	$208.33	LEGAL SERVICES-CHARLES K		$208.33			
	CHRIS URBAN 08/24	INV	8/5/2024	8/5/2024	$260.41	LEGAL SERVICES-CHRIS URB		$260.41			
	ED RAMIREZ 08/24	INV	8/5/2024	8/5/2024	$231.25	LEGAL SERVICES-ED RAMIRE		$231.25			

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	ISAAC KERN 080524	INV	8/5/2024	8/5/2024	$322.92	LEGAL SERVICES-ISAAC KERI		$322.92			
	J OLSON 080524	INV	8/5/2024	8/5/2024	$437.50	LEGAL SERVICES-JOSHUA OL		$437.50			
	JAYMIN PELTON 08/2	INV	8/5/2024	8/5/2024	$281.25	LEGAL SERVICES-JAYMIN PEI		$281.25			
	JESS MOORE 08/24	INV	8/5/2024	8/5/2024	$225.00	LEGAL SERVICES-JESS MOOI		$225.00			
	K GONSER 080524	INV	8/5/2024	8/5/2024	$281.25	LEGAL SERVICES-K GONSER		$281.25			
	KAYLA ABBEY 08052	INV	8/5/2024	8/5/2024	$197.92	LEGAL SERVICES-KAYLA ABB		$197.92			
	KYLE BERG 080524	INV	8/5/2024	8/5/2024	$808.33	LEGAL SERVICES-KYLE BERG		$808.33			
	M LASTER 080524	INV	8/5/2024	8/5/2024	$575.00	LEGAL SERVICES-MONTREAL		$575.00			
	M SPAGNOTTI 08/24	INV	8/5/2024	8/5/2024	$281.25	LEGAL SERVICES-M SPAGNO		$281.25			
	R LAGOIS 080524	INV	8/5/2024	8/5/2024	$156.25	LEGAL SERVICES-RONI LAGO		$156.25			
	R LUNDSTROM 08/24	INV	8/5/2024	8/5/2024	$364.59	LEGAL SERVICES-R LUNDSTF		$364.59			

			Due			
Voucher(s):	**15**	**Aged Totals:**	**$4,943.75**	**$4,943.75**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 6210 **Name:** HEART RIVER VOICE **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1010	INV	8/2/2024	8/2/2024	$140.00	ADVERTISING -LIBRARY		$140.00			
	1026	INV	8/2/2024	8/2/2024	$500.00	ADVERTISING-LEGACY SQUA		$500.00			

			Due			
Voucher(s):	**2**	**Aged Totals:**	**$640.00**	**$640.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 9892 **Name:** HEISER MICHAEL **Class ID:** **FED TAX CLAS:** EMPLOYEE REIMBURSE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	MH 081224	INV	8/12/2024	8/12/2024	$373.78	EMPLOYEE EXP-MICHEAL HEI		$373.78			

			Due			
Voucher(s):	**1**	**Aged Totals:**	**$373.78**	**$373.78**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 5447 **Name:** IBS, INC--INDUSTRIAL BOLT & SUPPLY **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	853236-1	INV	8/2/2024	8/2/2024	$648.10	SHOP SUPPLIES		$648.10			

			Due			
Voucher(s):	**1**	**Aged Totals:**	**$648.10**	**$648.10**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 2255 **Name:** INFORMATION TECHNOLOGY DEPT **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	DP072024.945.0	INV	7/31/2024	7/31/2024	$618.85	AZURE AD PLAN, SSLVPN CLI		$618.85			

	TC072024.945.0	INV	7/31/2024	7/31/2024	$16.75	PEXIP VIRTUAL MEETING ROC		$16.75			
								Due				
Voucher(s):	2					Aged Totals:		$635.60	$635.60	$0.00	$0.00	$0.00

Vendor ID: 5788 **Name:** INNOVATIVE OFFICE SOLUTIONS LLC **Class ID:** 1099 **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	4578818	INV	7/8/2024	7/8/2024	$252.20	NOTES, HILIGHTERS, PENS, E			$252.20		
	4596924	INV	7/29/2024	7/29/2024	$171.40	TOWELS, NOTES, BOTTLE SP		$171.40			
								Due				
Voucher(s):	2					Aged Totals:		$423.60	$171.40	$252.20	$0.00	$0.00

Vendor ID: 293 **Name:** JEROMES DISTRIBUTING INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2050211	INV	7/31/2024	7/31/2024	$12.75	WATER RENTAL HOT & COLD		$12.75			
	2050522	INV	8/12/2024	8/12/2024	$102.00	10 KANDIYOHI 5 GAL DRINKIN		$102.00			
								Due				
Voucher(s):	2					Aged Totals:		$114.75	$114.75	$0.00	$0.00	$0.00

Vendor ID: 9879 **Name:** KBJM 1400 AM **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	24070090	INV	7/31/2024	7/31/2024	$291.40	ADVERTISING -LEGACY SQUA		$291.40			
								Due				
Voucher(s):	1					Aged Totals:		$291.40	$291.40	$0.00	$0.00	$0.00

Vendor ID: 304 **Name:** KDIX RADIO **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	29307007	INV	7/28/2024	7/28/2024	$480.00	ADVERTISING-LEGACY SQUA		$480.00			
								Due				
Voucher(s):	1					Aged Totals:		$480.00	$480.00	$0.00	$0.00	$0.00

Vendor ID: 6101 **Name:** LANGUAGE LINK **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	276622	INV	8/1/2024	8/1/2024	$77.36	INTERPER FOR MUNI COURT		$77.36			
								Due				
Voucher(s):	1					Aged Totals:		$77.36	$77.36	$0.00	$0.00	$0.00

Vendor ID: 4689 **Name:** LEXIPOL LLC **Class ID:** **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INVLEX11237845	INV	7/1/2024	7/1/2024	$10,323.12	ANNUAL LAW ENFORCEMENT			$10,323.12		
								Due				
Voucher(s):	1					Aged Totals:		$10,323.12	$0.00	$10,323.12	$0.00	

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Vendor ID: 9510 **Name:** LINDE GAS & EQUIPMENT INC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	44329944	INV	7/30/2024	7/30/2024	$113.09	OXYGEN, ACETYLENE #2		$113.09			
							Due				
Voucher(s): 1						Aged Totals:	$113.09	$113.09	$0.00	$0.00	$0.00

Vendor ID: 6325 **Name:** LITTLE ANDREYA **Class ID:** **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	AL 081224	INV	8/12/2024	8/12/2024	$244.50	EMPLOYEE EXP-ANDREYA LIT		$244.50			
							Due				
Voucher(s): 1						Aged Totals:	$244.50	$244.50	$0.00	$0.00	$0.00

Vendor ID: 1218 **Name:** LOGO MAGIC INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	144446	INV	8/2/2024	8/2/2024	$81.00	LONG SLEEVE, POLO-D KETT		$81.00			
	144447	INV	8/2/2024	8/2/2024	$60.00	HOODED PULLOVER-B KLAM/		$60.00			
	144568	INV	8/7/2024	8/7/2024	$60.00	PANTS ORDERED-YOEL NIEV		$60.00			
							Due				
Voucher(s): 3						Aged Totals:	$201.00	$201.00	$0.00	$0.00	$0.00

Vendor ID: 6192 **Name:** MAC'S HARDWARE **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	C47913/D	INV	8/8/2024	8/8/2024	$8.88	SHOP SUPPLIES		$8.88			
							Due				
Voucher(s): 1						Aged Totals:	$8.88	$8.88	$0.00	$0.00	$0.00

Vendor ID: 5832 **Name:** MATTHEW BENDER & CO INC. **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	42046521	INV	7/22/2024	7/22/2024	$164.61	ND CENTURY CODE		$164.61			
	4204653X	INV	7/22/2024	7/22/2024	$164.61	ND CENTURY CODE		$164.61			
							Due				
Voucher(s): 2						Aged Totals:	$329.22	$329.22	$0.00	$0.00	$0.00

Vendor ID: 4828 **Name:** MENARDS **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	51789	INV	7/31/2024	7/31/2024	$13.98	2 BRIDHTAIR AUTO SPRAYS		$13.98			
	51821	INV	7/31/2024	7/31/2024	$51.57	ORGANIZER, 2 BANK 2A CHAF		$51.57			
	51878	INV	8/1/2024	8/1/2024	$9.97	PARAMNT EXPAINT SAMPL, P.		$9.97			
	51902	INV	8/2/2024	8/2/2024	$25.98	SUNNYSIDE PAINT THINNER (		$25.98			

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	52040	INV	8/5/2024	8/5/2024	$11.86	DOWNSPOUT, FEND WASHEF		$11.86			
	52067	INV	8/5/2024	8/5/2024	$67.56	SINK DRILL/DRIVE, BITS, FILM		$67.56			
	52103	INV	8/6/2024	8/6/2024	$25.80	SYRINGE, POLY KNIVES, EPO		$25.80			
	52120	INV	8/6/2024	8/6/2024	$278.19	GAIN,TIDE,ENERGZR 2 PK		$278.19			
	52490	INV	8/13/2024	8/13/2024	$53.46	8" GARDEN MUMS (9)		$53.46			
	52523 081424	INV	8/14/2024	8/14/2024	$26.94	10" SUMMER COMBO		$26.94			
	52526	INV	8/14/2024	8/14/2024	$32.75	TOP SOIL, UTILITY DUCT		$32.75			

		Due				
Voucher(s):	**11**	**Aged Totals:**	**$598.06**	**$598.06**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 6400 **Name:** MIDCONTINENT COMMUNICATIONS **Class ID:** 1099 **FED TAX CLAS:** PARTNERSHIP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	22267580114175	INV	7/27/2024	7/27/2024	$113.39	MIDCO BUSINESS INTERNET		$113.39			

		Due				
Voucher(s):	**1**	**Aged Totals:**	**$113.39**	**$113.39**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 5645 **Name:** MIDWEST LABORATORIES, INC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1195822	INV	8/2/2024	8/2/2024	$1,020.00	CHEMICALS		$1,020.00			

		Due				
Voucher(s):	**1**	**Aged Totals:**	**$1,020.00**	**$1,020.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 1732 **Name:** MIDWEST TAPE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	505561092	INV	5/31/2024	5/31/2024	$2,860.57	DIGITAL, AUDIO, MUSIC, COMI				$2,860.57	
	505702619	INV	6/30/2024	6/30/2024	$2,617.48	DIGITAL AUDIO, MUSIC, MOVIE			$2,617.48		
	505839598	INV	7/31/2024	7/31/2024	$5.24	DIP CH AV		$5.24			
	505839599	INV	7/31/2024	7/31/2024	$30.74	DIP AV		$30.74			
	505843608	INV	7/31/2024	7/31/2024	$2,922.53	DIGITAL AUDIO, EBOOK, MUSI		$2,922.53			

		Due				
Voucher(s):	**5**	**Aged Totals:**	**$8,436.56**	**$2,958.51**	**$2,617.48**	**$2,860.57**	**$0.00**

Vendor ID: 984 **Name:** MINNESOTA VALLEY TESTING LAB INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1264412	INV	8/1/2024	8/1/2024	$293.50	CHEMICALS		$293.50			
	1264831	INV	8/5/2024	8/5/2024	$49.00	CHEMICALS		$49.00			
	1264832	INV	8/5/2024	8/5/2024	$145.00	CHEMICALS		$145.00			

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	1264836	INV	8/5/2024	8/5/2024	$145.00	CHEMICALS		$145.00			
	1265645	INV	8/9/2024	8/9/2024	$293.50	CHEMICALS		$293.50			
	1265647	INV	8/9/2024	8/9/2024	$145.00	CHEMICALS		$145.00			
	1265652	INV	8/9/2024	8/9/2024	$145.00	CHEMICALS		$145.00			
	1265776	INV	8/12/2024	8/12/2024	$49.00	CHEMICALS		$49.00			
Voucher(s):	**8**					**Aged Totals:**	**Due** $1,265.00	**$1,265.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 380 **Name:** MONTANA-DAKOTA UTILITY **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	60522210008	INV	8/1/2024	8/1/2024	$39.40	W VILLARD ST BLK LIGHTS		$39.40			
	40432210009	INV	8/5/2024	8/5/2024	$458.24	W 14TH ST LIFT STATION SIM		$458.24			
	41432210007	INV	8/5/2024	8/5/2024	$62.99	2100 3RD ST W HIGHWAY 22 S		$62.99			
	83243529704	INV	8/5/2024	8/5/2024	$61.63	1400 3RD AVE E TRAFFIC SIGI		$61.63			
	05295310006	INV	8/7/2024	8/7/2024	$24.92	1587 GRASSLANDS DR		$24.92			
	106 127 1790 9	INV	8/7/2024	8/7/2024	$190.49	2475 STATE AVE N MAIN BUIL		$190.49			
	15658310006	INV	8/7/2024	8/7/2024	$84.66	1201 W 3RD AV SPRINKLER S		$84.66			
	195 422 1000 0	INV	8/7/2024	8/7/2024	$97.29	W 20TH ST W 19TH ST SIREN		$97.29			
	241 900 7363 5	INV	8/7/2024	8/7/2024	$224.30	2015 1/2 WAHL ST		$224.30			
	42732210002	INV	8/7/2024	8/7/2024	$1,582.81	989 15TH ST W LIFT 12 STATI		$1,582.81			
	49532210009	INV	8/7/2024	8/7/2024	$150.43	W 13TH ST		$150.43			
	53524310009	INV	8/7/2024	8/7/2024	$98.90	STREET LIGHT CONTROL 133		$98.90			
	677 807 9292 4	INV	8/7/2024	8/7/2024	$119.69	1520 STATE AVE		$119.69			
	75612251993	INV	8/7/2024	8/7/2024	$70.64	2999 W 21ST ST TRAFFIC SIGI		$70.64			
	81932210008	INV	8/7/2024	8/7/2024	$57.20	W 3RD AVE W 15TH ST LIGHT		$57.20			
	92800947225	INV	8/7/2024	8/7/2024	$553.49	2475 STATE AVE N GENERAT		$553.49			
	982 386 9285 3	INV	8/7/2024	8/7/2024	$120.90	2300 W 21ST ST		$120.90			
	011 522 1000 9	INV	8/9/2024	8/9/2024	$577.84	615 W BROADWAY ST ST DEF		$577.84			
	034 433 6592 3	INV	8/9/2024	8/9/2024	$75.63	38 1/2 S STATE AVE		$75.63			
	076 608 6751 1	INV	8/9/2024	8/9/2024	$128.47	2ND ST SW AND STATE AVE		$128.47			
	111 522 1000 8	INV	8/9/2024	8/9/2024	$62.12	635 W BROADWAY WHSE		$62.12			

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190 522 1000 2	INV	8/9/2024	8/9/2024	$193.74	387 S STATE AVE		$193.74
224 153 1000 6	INV	8/9/2024	8/9/2024	$43.65	2103 W VILLARD ST ST LITES		$43.65
253 522 1000 6	INV	8/9/2024	8/9/2024	$187.50	103 3RD ST SE LIFT STATION		$187.50
341 522 1000 0	INV	8/9/2024	8/9/2024	$450.38	500 E BROADWAY LIFT STATI		$450.38
400 523 8047 0	INV	8/9/2024	8/9/2024	$346.12	140 6TH AVE SE		$346.12
402 622 1000 4	INV	8/9/2024	8/9/2024	$256.45	300 5TH ST SW 5 LIFT STATIO		$256.45
421 622 1000 1	INV	8/9/2024	8/9/2024	$274.43	S MAIN LIFT STATION		$274.43
474 349 8466 3	INV	8/9/2024	8/9/2024	$43.31	122 1ST ST W FIRST ON FIRST		$43.31
499 653 0566 4	INV	8/9/2024	8/9/2024	$1,660.68	2486 W VILLARD ST		$1,660.68
511 522 1000 4	INV	8/9/2024	8/9/2024	$288.86	W BROADWAY #7		$288.86
542 688 9300 2	INV	8/9/2024	8/9/2024	$9,985.05	811 W BROADWAY BLDG A		$9,985.05
656 522 1000 9	INV	8/9/2024	8/9/2024	$183.66	SW 4TH ST		$183.66
675 522 1000 6	INV	8/9/2024	8/9/2024	$37.21	S MAIN		$37.21
711 522 1000 2	INV	8/9/2024	8/9/2024	$43.02	W 3RD AVE STORM PUMP TM		$43.02
742 043 1000 2	INV	8/9/2024	8/9/2024	$95.57	1099 W BROADWAY ST LIGHT		$95.57
842 043 1000 1	INV	8/9/2024	8/9/2024	$113.66	458 E BROADWAY ST STREET		$113.66
901 522 1000 2	INV	8/9/2024	8/9/2024	$224.72	625 W BROADWAY ST WATEF		$224.72

		Due				
Voucher(s): **38**	**Aged Totals:**	**$19,270.05**	**$19,270.05**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 729 **Name:** ND FIRE PREVENTION ASSOCIATION **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2024 FIRE PREVEN	INV	8/12/2024	8/12/2024	$525.00	2024 ND FIRE PREVENTION SI		$525.00			

		Due				
Voucher(s): **1**	**Aged Totals:**	**$525.00**	**$525.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 2008 **Name:** ND ONE CALL INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	4064126	INV	6/30/2024	6/30/2024	$690.60	REGULAR VOICE/CALL OUTS			$690.60		
	4074126	INV	7/31/2024	7/31/2024	$742.45	REGULAR VOICE/AUTO CALL		$742.45			

		Due				
Voucher(s): **2**	**Aged Totals:**	**$1,433.05**	**$742.45**	**$690.60**	**$0.00**	**$0.00**

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 3098 **Name:** NELSON INTERNATIONAL **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	X104043789:01	CRM	7/30/2024		($40.00)	RETURN BAT, GRP, BATTERY		($40.00)			
	X104043806:01	INV	8/1/2024	8/1/2024	$138.63	TRNSMTR, TRANSMITT SPEEI		$138.63			
	X104043862:01	INV	8/5/2024	8/5/2024	$377.28	L/O FLTR, FILTER-LUBE OIL		$377.28			
							Due				
Voucher(s): 3						Aged Totals:	$475.91	$475.91	$0.00	$0.00	$0.00

Vendor ID: 405 **Name:** NEWBY'S ACE HARDWARE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	392972/1	INV	7/23/2024	7/23/2024	$3.90	6 FASTENER BY UNIT		$3.90			
	393040/1	INV	7/25/2024	7/25/2024	$17.09	CONSTRUCTION GRADE GLUI		$17.09			
	393161/1	INV	7/31/2024	7/31/2024	$24.27	WD40 SMART STRAW 12OZ		$24.27			
							Due				
Voucher(s): 3						Aged Totals:	$45.26	$45.26	$0.00	$0.00	$0.00

Vendor ID: 9891 **Name:** NIGHTLIFE SOUND AND LIGHTING **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	DICKINSO00001	INV	8/6/2024	8/6/2024	$3,450.00	LIGHTING & AUDIO PRODUCT		$3,450.00			
	DICKINSO00002	INV	8/6/2024	8/6/2024	$3,250.00	LIGHTING & AUDIO PRODUCT		$3,250.00			
	DICKINSO00003	INV	8/6/2024	8/6/2024	$3,400.00	LIGHTING & AUDIO PRODUCT		$3,400.00			
	DICKINSO00004	INV	8/6/2024	8/6/2024	$4,000.00	LIGHTING & AUDIO PRODUCT		$4,000.00			
							Due				
Voucher(s): 4						Aged Totals:	$14,100.00	$14,100.00	$0.00	$0.00	$0.00

Vendor ID: 2599 **Name:** NORTHERN BOTTLING CO (MINOT) **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3355602	INV	8/1/2024	8/1/2024	$534.75	MISC BEVERAGES FOR LEGA		$534.75			
							Due				
Voucher(s): 1						Aged Totals:	$534.75	$534.75	$0.00	$0.00	$0.00

Vendor ID: 437 **Name:** NORTHWEST TIRE INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2282453	INV	7/29/2024	7/29/2024	$39.89	FLAT TIRE REPAIR, PATCH		$39.89			
	15163390	INV	7/31/2024	7/31/2024	$199.95	USED TIRE, MOUNT/DISMOUN		$199.95			
							Due				
Voucher(s): 2						Aged Totals:	$239.84	$239.84	$0.00	$0.00	$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 2780 **Name:** O'DONNELL, TODD **Class ID:** **FED TAX CLAS:** EMPLOY

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	TO 080824	INV	8/8/2024	8/8/2024	$92.00	EMPLOYEE EXP-TODD O'DON		$92.00			
							Due				
Voucher(s): 1						Aged Totals:	$92.00	$92.00	$0.00	$0.00	$0.00

Vendor ID: 2541 **Name:** O5 MOTORSPORTS, LLC **Class ID:** **FED TAX CLAS:** LLC-S

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	244188	INV	8/7/2024	8/7/2024	$21.28	ROPE STARTER NYLON, HANI		$21.28			
							Due				
Voucher(s): 1						Aged Totals:	$21.28	$21.28	$0.00	$0.00	$0.00

Vendor ID: 5965 **Name:** PARADISE DRY CLEANERS, LLC **Class ID:** 1099 **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	202407-BUS45	INV	8/1/2024	8/1/2024	$3.25	POLICE DEPT CLEANING		$3.25			
							Due				
Voucher(s): 1						Aged Totals:	$3.25	$3.25	$0.00	$0.00	$0.00

Vendor ID: 2159 **Name:** PENWORTHY COMPANY **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	0601218	INV	8/5/2024	8/5/2024	$30.00	DIP CH AV		$30.00			
							Due				
Voucher(s): 1						Aged Totals:	$30.00	$30.00	$0.00	$0.00	$0.00

Vendor ID: 3491 **Name:** PRAIRIE AUTO PARTS INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	022633	INV	7/29/2024	7/29/2024	$59.98	2 22IN TRICO FORCE		$59.98			
	023270	INV	8/1/2024	8/1/2024	$37.98	2 CITROL CLEANER		$37.98			
	024262	INV	8/8/2024	8/8/2024	$15.48	BATTERY CLEANER, BATTRY		$15.48			
							Due				
Voucher(s): 3						Aged Totals:	$113.44	$113.44	$0.00	$0.00	$0.00

Vendor ID: 3542 **Name:** PREMIER FENCE LLC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2067	INV	8/13/2024	8/13/2024	$750.00	REPAIRS FOR DAMAGE-APPL		$750.00			
							Due				
Voucher(s): 1						Aged Totals:	$750.00	$750.00	$0.00	$0.00	$0.00

Vendor ID: 469 **Name:** QUALITY QUICK PRINT INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and
	PC-20759	INV	7/29/2024	7/29/2024	$49.00	250 BUSINESS CARDS-M WILS		$49.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	PC-20833	INV	7/29/2024	7/29/2024	$514.88	LETTERS,FORMS, ENVELOPE		$514.88			
							Due				
Voucher(s): 2						Aged Totals:	$563.88	$563.88	$0.00	$0.00	$0.00

Vendor ID: 4946 **Name:** QUEST ENGINEERING INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	E14991-001	INV	8/7/2024	8/7/2024	$123.36	FEMAL JIC 37		$123.36			
	E14991-002	INV	8/7/2024	8/7/2024	$32.34	CONNECTOR 1/2" (2)		$32.34			
							Due				
Voucher(s): 2						Aged Totals:	$155.70	$155.70	$0.00	$0.00	$0.00

Vendor ID: 3360 **Name:** RAILROAD MANAGEMENT CO III LLC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	508948	INV	7/24/2024	7/24/2024	$379.14	LICENSE FEES		$379.14			
							Due				
Voucher(s): 1						Aged Totals:	$379.14	$379.14	$0.00	$0.00	$0.00

Vendor ID: 5915 **Name:** RED ROCK FORD OF DICKINSON **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	662859/1	INV	7/24/2024	7/24/2024	$458.55	WORK DONE ON 2019 PD INTI		$458.55			
	5078667	INV	8/6/2024	8/6/2024	$293.18	ROTOR ASY-BRAKE		$293.18			
							Due				
Voucher(s): 2						Aged Totals:	$751.73	$751.73	$0.00	$0.00	$0.00

Vendor ID: 481 **Name:** REITER WELDING INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	14264	INV	7/31/2024	7/31/2024	$535.00	REPAIRES TO SCALE @ BALE		$535.00			
	14286	INV	8/6/2024	8/6/2024	$1,250.00	BOLT & PIN LEG GARBAGE C/		$1,250.00			
							Due				
Voucher(s): 2						Aged Totals:	$1,785.00	$1,785.00	$0.00	$0.00	$0.00

Vendor ID: 9635 **Name:** ROBERTS, WINTON **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	MILEAGE JULY 2024	INV	8/1/2024	8/1/2024	$79.13	MILEAGE FOR JULY 2024		$79.13			
							Due				
Voucher(s): 1						Aged Totals:	$79.13	$79.13	$0.00	$0.00	$0.00

Vendor ID: 5450 **Name:** ROCKY PLETAN HANDYMAN SERVICES **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP/SINGLE LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	080624	INV	8/6/2024	8/6/2024	$1,297.50	MOWING OF GRASS & WEEDS		$1,297.50			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

						Due			
Voucher(s): 1				Aged Totals:	$1,297.50	$1,297.50	$0.00	$0.00	$0.00

Vendor ID: 495 **Name:** ROUGH RIDER INDUSTRIES **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	86703	INV	7/31/2024	7/31/2024	$10,316.00	FL8YD SLOPE, W/PLASTIC LID		$10,316.00			
	86738	INV	8/2/2024	8/2/2024	$1,384.00	WORK TABLE FLUSH		$1,384.00			

						Due			
Voucher(s): 2				Aged Totals:	$11,700.00	$11,700.00	$0.00	$0.00	$0.00

Vendor ID: 609 **Name:** ROUGHRIDER ELECTRIC COOPERATIVE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	103699000	INV	8/1/2024	8/1/2024	$68.00	WEST 94 LIGHTS		$68.00			
	103699001	INV	8/1/2024	8/1/2024	$1,169.00	10 EAST PUMP STN		$1,169.00			
	103699002	INV	8/1/2024	8/1/2024	$32.00	ST PAT'S CEMETARY		$32.00			
	103699003	INV	8/1/2024	8/1/2024	$666.00	150W SODIUM LT		$666.00			
	103699004	INV	8/1/2024	8/1/2024	$760.00	250W SODIUM LT		$760.00			
	103699005	INV	8/1/2024	8/1/2024	$51.00	NORTH TOWER		$51.00			
	103699007	INV	8/1/2024	8/1/2024	$97.00	HWY 22 ST LITE		$97.00			
	103699015	INV	8/1/2024	8/1/2024	$75.00	LAGOON PUMP CELL #4		$75.00			
	103699017	INV	8/1/2024	8/1/2024	$97.00	LIFT STN #16		$97.00			
	103699018	INV	8/1/2024	8/1/2024	$98.00	LIFT STN #17		$98.00			
	103699020	INV	8/1/2024	8/1/2024	$33.00	E 94 LIGHTS		$33.00			
	103699029	INV	8/1/2024	8/1/2024	$203.00	NEW LANDFILL		$203.00			
	103699030	INV	8/1/2024	8/1/2024	$225.00	LIFT STN #14		$225.00			
	103699031	INV	8/1/2024	8/1/2024	$45.00	FLASHING BECN HYW 22		$45.00			
	103699032	INV	8/1/2024	8/1/2024	$111.00	MAUSOLEUM		$111.00			
	103699035	INV	8/1/2024	8/1/2024	$4,509.00	BALER BLDG		$4,509.00			
	103699036	INV	8/1/2024	8/1/2024	$30.00	CEMETARY		$30.00			
	103699038	INV	8/1/2024	8/1/2024	$19.00	DICKINSON PLC ST LITE		$19.00			
	103699039	INV	8/1/2024	8/1/2024	$56.00	WALMART TRFC CTRL DV		$56.00			
	103699040	INV	8/1/2024	8/1/2024	$72.00	STATE AVE WATER PUMP		$72.00			
	103699044	INV	8/1/2024	8/1/2024	$30.00	TRAFFIC LTS-HWY 22 & 34TH		$30.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

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103699045	INV	8/1/2024	8/1/2024	$73.00	ND 22 & 34TH ST SW	$73.00
103699046	INV	8/1/2024	8/1/2024	$452.00	CITY ANIMAL SHELTER	$452.00
103699047	INV	8/1/2024	8/1/2024	$4,247.00	PUBLIC WORKS BLDG	$4,247.00
103699048	INV	8/1/2024	8/1/2024	$105.00	FRENCH DRAIN LFT STN-LAG(	$105.00
103699049	INV	8/1/2024	8/1/2024	$215.00	STLT CIRCUIT	$215.00
103699050	INV	8/1/2024	8/1/2024	$100.73	BYPASS LIGHTS	$100.73
103699051	INV	8/1/2024	8/1/2024	$114.67	BYPASS LIGHTS	$114.67
103699052	INV	8/1/2024	8/1/2024	$138.53	BYPASS LIGHTS	$138.53
103699053	INV	8/1/2024	8/1/2024	$231.26	BYPASS LIGHTS	$231.26
103699055	INV	8/1/2024	8/1/2024	$102.00	ST LT SERVICE	$102.00
103699056	INV	8/1/2024	8/1/2024	$858.00	HWY 10 PUMP STN	$858.00
103699057	INV	8/1/2024	8/1/2024	$48.73	NORTHWEST TOWER	$48.73
103699058	INV	8/1/2024	8/1/2024	$132.00	15TH ST & 30TH AVE W	$132.00
103699059	INV	8/1/2024	8/1/2024	$34.87	BRAUN SUB DIVISION LIGHTS	$34.87
103699060	INV	8/1/2024	8/1/2024	$5,753.08	PUBLIC SAFETY CENTER	$5,753.08
103699061	INV	8/1/2024	8/1/2024	$114.00	LIGHTS STATES & 21ST ST	$114.00
103699062	INV	8/1/2024	8/1/2024	$120.00	40TH ST LIGHTS	$120.00
103699063	INV	8/1/2024	8/1/2024	$33.00	LIGHTS EAST OF DPSB	$33.00
103699064	INV	8/1/2024	8/1/2024	$122.00	LIGHTS STATES ST & WAHL	$122.00
103699065	INV	8/1/2024	8/1/2024	$511.00	STATE BOOSTER PUMP STAT	$511.00
103699067	INV	8/1/2024	8/1/2024	$146.51	STREET LIGHTS IN WESTRID(	$146.51
103699068	INV	8/1/2024	8/1/2024	$94.00	STEPHANIE DR & WAHL ST	$94.00
103699069	INV	8/1/2024	8/1/2024	$85.00	STREET LIGHTS 12TH AVE W	$85.00
103699070	INV	8/1/2024	8/1/2024	$78.00	STREET LIGHTS 11TH AVE W	$78.00
103699071	INV	8/1/2024	8/1/2024	$85.00	ST LIGHTS CALVIN DR & KOCI	$85.00
103699072	INV	8/1/2024	8/1/2024	$38.48	ALERT SIREN	$38.48
103699073	INV	8/1/2024	8/1/2024	$37.31	5TH AVE EAST STREET LIGHT	$37.31
103699074	INV	8/1/2024	8/1/2024	$40.33	ST LIGHTS SIMS AND 24TH ST	$40.33
103699075	INV	8/1/2024	8/1/2024	$30.50	4TH AVE E & 21ST ST E	$30.50

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

	103699076	INV	8/1/2024	8/1/2024	$114.24	PHASE 3 LANDFILL		$114.24			
	103699078	INV	8/1/2024	8/1/2024	$64.19	ST LIGHTS 4TH AVE AND 26TH		$64.19			
	105963000	INV	8/1/2024	8/1/2024	$324.00	NRIDGE ST LITE		$324.00			
	105963001	INV	8/1/2024	8/1/2024	$32.00	SEWER VAULT HYW 10 116TH		$32.00			
	105963002	INV	8/1/2024	8/1/2024	$47.39	4TH AVE EAST & 37TH ST EAS		$47.39			
	105963003	INV	8/1/2024	8/1/2024	$34.70	STREET LIGHTS 10TH AVE SW		$34.70			
	105963004	INV	8/1/2024	8/1/2024	$45.71	STREET LIGHTS PRAIRIE OAK		$45.71			
	105963005	INV	8/1/2024	8/1/2024	$31.18	STREET LIGHTS 23RD ST SW		$31.18			
	105963006	INV	8/1/2024	8/1/2024	$30.00	HWY 10 & 116TH AVE SW		$30.00			
	105963007	INV	8/1/2024	8/1/2024	$87.96	2494 I-94 BUSINESS LOOP E		$87.96			
	105963008	INV	8/1/2024	8/1/2024	$148.02	2495 I-94 BUSINESS LOOP E		$148.02			

			Due			
Voucher(s): 61	**Aged Totals:**	**$23,546.39**	**$23,546.39**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 42 **Name:** RUNNINGS SUPPLY INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	8003351	INV	7/3/2024	7/3/2024	$1.29	LETTER REFECT 3" E			$1.29		
	8028761	INV	8/1/2024	8/1/2024	$30.97	LED CLEARANCE LIGHT, SPIR		$30.97			
	8032543	INV	8/6/2024	8/6/2024	$296.36	AIR FILTERS, WASHER FLUID,		$296.36			
	8032545	INV	8/6/2024	8/6/2024	$86.56	VALVE BALL, LETTER REFL, P		$86.56			
	8032557	INV	8/6/2024	8/6/2024	$54.00	VINYL TUBING		$54.00			
	8032685	INV	8/6/2024	8/6/2024	$51.77	IMPACT SOCKET, SOCKET 1/2		$51.77			
	8033773	INV	8/7/2024	8/7/2024	$267.94	FLUSH FACE ADAPTOR, MALE		$267.94			
	8034489	INV	8/8/2024	8/8/2024	$46.72	SPRAYWAY GLASS CLEANER		$46.72			
	8034593	INV	8/8/2024	8/8/2024	$94.96	PENETRATING OIL, SHOE BRU		$94.96			
	8034942	INV	8/8/2024	8/8/2024	$269.70	FED TOPGUN SPRTING 12 GA		$269.70			
	8035849	INV	8/9/2024	8/9/2024	$25.98	HARROW TEETH WILRICH		$25.98			
	8036010	INV	8/9/2024	8/9/2024	$134.10	PRESSURE PIPE, AIR HOSE H		$134.10			
	8038187	INV	8/12/2024	8/12/2024	$36.45	BROOM HANDLE, SELF DRILL		$36.45			
	8038417	INV	8/12/2024	8/12/2024	$0.52	WASHERS FLAT BULK		$0.52			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

							Due				
Voucher(s):	14					Aged Totals:	$1,397.32	$1,396.03	$1.29	$0.00	$0.00

Vendor ID: 4512 **Name:** SANFORD HEALTH OCCUPATIONAL MEDICINE D **Class ID:** 1099 **FED TAX CLAS:** MEDICAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	788248	INV	7/31/2024	7/31/2024	$5,081.00	DOT EXAM, DRUG ADM, COLL		$5,081.00			

							Due				
Voucher(s):	1					Aged Totals:	$5,081.00	$5,081.00	$0.00	$0.00	$0.00

Vendor ID: 6349 **Name:** SCHLABSZ DOROTHY **Class ID:** **FED TAX CLAS:** OPEB HEALTH INSURANC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	HEALTH INS PREM	INV	8/14/2024	8/14/2024	$256.45	OPEB HLTH BENEFIT		$256.45			

							Due				
Voucher(s):	1					Aged Totals:	$256.45	$256.45	$0.00	$0.00	$0.00

Vendor ID: 5824 **Name:** SCHOOL SPECIALTY, INC. **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	208134474807	INV	7/25/2024	7/25/2024	$114.46	HEAVYDUTY FORKS		$114.46			

							Due				
Voucher(s):	1					Aged Totals:	$114.46	$114.46	$0.00	$0.00	$0.00

Vendor ID: 2781 **Name:** SELLE, MARK **Class ID:** **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	MS 080824	INV	8/8/2024	8/8/2024	$92.00	EMPLOYEE EXP-MARK SELLE		$92.00			

							Due				
Voucher(s):	1					Aged Totals:	$92.00	$92.00	$0.00	$0.00	$0.00

Vendor ID: 517 **Name:** SERVICE PRINTERS **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	70141	INV	7/31/2024	7/31/2024	$1,140.00	MISC BUSINESS CARDS FOR I		$1,140.00			
	70146	INV	7/31/2024	7/31/2024	$79.20	NAME PLATES-ERNST, KELLE		$79.20			
	70157	INV	7/31/2024	7/31/2024	$169.35	1K NO 10 REG ENVELOPES		$169.35			
	70184	INV	7/31/2024	7/31/2024	$301.45	250 NOTE CARDS, 500 A-2 EN'		$301.45			

							Due				
Voucher(s):	4					Aged Totals:	$1,690.00	$1,690.00	$0.00	$0.00	$0.00

Vendor ID: 1224 **Name:** SETCO **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	234963	INV	7/17/2024	7/17/2024	$2,270.09	CUTTING EDGE FOR LITTLE L		$2,270.09			

							Due				
Voucher(s):	1					Aged Totals:	$2,270.09	$2,270.09	$0.00	$0.00	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 6162 **Name:** SHRED ND LLC **Class ID:** 1099 **FED TAX CLAS:** LLC-SOL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	16539	INV	8/2/2024	8/2/2024	$53.75	165 GA; DEFEMDER SERIES		$53.75			
							Due				
Voucher(s): 1						Aged Totals:	$53.75	$53.75	$0.00	$0.00	$0.00

Vendor ID: 9873 **Name:** SKYZONE IMAGERY, LLC **Class ID:** 1099 **FED TAX CLAS:** LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2404	INV	8/1/2024	8/1/2024	$281.25	LEGACY SQUARE CONCERT (		$281.25			
	2405	INV	8/8/2024	8/8/2024	$312.50	LEGACY SQUARE CONCERT (		$312.50			
							Due				
Voucher(s): 2						Aged Totals:	$593.75	$593.75	$0.00	$0.00	$0.00

Vendor ID: 5126 **Name:** SM FENCING & ENERGY SERV INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	178987	INV	7/31/2024	7/31/2024	$63,575.16	INSTALLED 1010 FT OF 10FT (		$63,575.16			
							Due				
Voucher(s): 1						Aged Totals:	$63,575.16	$63,575.16	$0.00	$0.00	$0.00

Vendor ID: 2580 **Name:** SOUTHWEST GRAIN(BULK) **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	SX5-IE5671	INV	7/9/2024	7/9/2024	$1,994.87	615.7 GAL RUBY FIELDMASTE			$1,994.87		
	69000517	INV	7/18/2024	7/18/2024	$1,527.98	471.6 GAL RUBY FIELDMASTE		$1,527.98			
	69000552	INV	7/29/2024	7/29/2024	$1,512.42	459.7 GAL RUBY FIELDMASTE		$1,512.42			
							Due				
Voucher(s): 3						Aged Totals:	$5,035.27	$3,040.40	$1,994.87	$0.00	$0.00

Vendor ID: 1041 **Name:** SOUTHWEST WATER AUTHORITY **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV13831	INV	6/30/2024	6/30/2024	$223.58	ELECTRICAL COSTS-MAY			$223.58		
	00608.00 073124	INV	7/31/2024	7/31/2024	$64.38	MONTHLY CONSUMPTION		$64.38			
	04578.00 073124	INV	7/31/2024	7/31/2024	$64.38	MONTHLY CONSUMPTION		$64.38			
	INV13854	INV	7/31/2024	7/31/2024	$223.95	ELECTRICAL COSTS -JUNE		$223.95			
							Due				
Voucher(s): 4						Aged Totals:	$576.29	$352.71	$223.58	$0.00	$0.00

Vendor ID: 5631 **Name:** SPEE DEE DELIVERY SERVICE, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1048348	INV	6/15/2024	6/15/2024	$207.97	STANDARD SHIPMENT			$207.97		

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1070875	INV	7/27/2024	7/27/2024	$45.00	STANDARD SHIPMENT		$45.00			
							Due				
Voucher(s): 2						Aged Totals:	$252.97	$45.00	$207.97	$0.00	$0.00

Vendor ID: 4081 **Name:** SRF CONSULTING GROUP INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	17220.01-4	INV	7/31/2024	7/31/2024	$10,517.70	202418 9TH ST W & 5TH AVE \		$10,517.70			
	17220.02-5	INV	7/31/2024	7/31/2024	$23,416.85	202415 10TH AVE E -MUSEUM		$23,416.85			
							Due				
Voucher(s): 2						Aged Totals:	$33,934.55	$33,934.55	$0.00	$0.00	$0.00

Vendor ID: 2562 **Name:** STARION BOND SERVICES **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	DICKINSONREF2021-	INV	8/7/2024	8/7/2024	$1,407,955.00	PRIN, INTEREST & FEES, EXP		$1,407,955.00			
							Due				
Voucher(s): 1						Aged Totals:	$1,407,955.00	$1,407,955.00	$0.00	$0.00	$0.00

Vendor ID: 2232 **Name:** STARK COUNTY AUDITOR **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	STARK CO REM 0731	INV	7/31/2024	7/31/2024	$3,291.45	STARK CO PERMIT REMITTAN		$3,291.45			
							Due				
Voucher(s): 1						Aged Totals:	$3,291.45	$3,291.45	$0.00	$0.00	$0.00

Vendor ID: 9890 **Name:** STARK TITLE, LLC **Class ID:** **FED TAX CLAS:** LLC AS S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	119 7TH AVE W	INV	8/5/2024	8/5/2024	$100.00	TITLE SEARCH 119 7TH AVE		$100.00			
	137 1ST AVE SW	INV	8/5/2024	8/5/2024	$100.00	TITLE SEARCH 137 1ST AVE S		$100.00			
	203 9TH ST E	INV	8/5/2024	8/5/2024	$100.00	TITLE SEARCH 203 9TH ST E		$100.00			
	219 5TH ST E	INV	8/5/2024	8/5/2024	$100.00	TITLE SEARCH 219 5TH ST E		$100.00			
	22 S 10TH AVE	INV	8/5/2024	8/5/2024	$100.00	TITLE SEARCH 22 S 10TH AVE		$100.00			
	348 E BROADWAY	INV	8/5/2024	8/5/2024	$100.00	TITLE SEARCH 348 E BROADV		$100.00			
	45 7TH AVE W	INV	8/5/2024	8/5/2024	$100.00	TITLE SEARCH 45 7TH AVE W		$100.00			
	1104 3RD AVE WEST	INV	8/7/2024	8/7/2024	$100.00	TITLE SEARCH 1104 3RD AVE		$100.00			
							Due				
Voucher(s): 8						Aged Totals:	$800.00	$800.00	$0.00	$0.00	$0.00

Vendor ID: 543 **Name:** STEFFAN'S SAW & BIKE **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and
	14170	INV	8/5/2024	8/5/2024	$49.91	SPRING/LABOR		$49.91			

							Due				
Voucher(s):	**1**					**Aged Totals:**	**$49.91**	**$49.91**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 9848 **Name:** STIDHAM ANDREW **Class ID:** **FED TAX CLAS:** EMPLOYEE REIMBURSE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	AS 071924	INV	7/19/2024	7/19/2024	$192.50	EMPLOYEE EXP-ANDY STIDH/		$192.50			

							Due				
Voucher(s):	**1**					**Aged Totals:**	**$192.50**	**$192.50**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 537 **Name:** SW DISTRICT HEALTH UNIT/ MEDICAL **Class ID:** 1099 **FED TAX CLAS:** MEDICAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	NATL OPIOIDS TR 08/	INV	8/5/2024	8/5/2024	$742.69	NATL OPIOIDS TR TEVA		$742.69			
	NATL OPOID TR 0824	INV	8/5/2024	8/5/2024	$3,073.52	NATL OPIOID TR -WILMINGTO		$3,073.52			
	NATL OPIODS TR 08/	INV	8/14/2024	8/14/2024	$1,549.85	NATL OPIODS TR-ALLERGAN		$1,549.85			

							Due				
Voucher(s):	**3**					**Aged Totals:**	**$5,366.06**	**$5,366.06**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 538 **Name:** SW DISTRICT HEALTH UNIT/ WATER SAMPLES **Class ID:** 1099 **FED TAX CLAS:** MEDICAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	LS#1049-1063	INV	8/7/2024	8/7/2024	$350.00	LS #1049-1063		$350.00			

							Due				
Voucher(s):	**1**					**Aged Totals:**	**$350.00**	**$350.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 551 **Name:** SWANSTON EQUIPMENT **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	G00566	INV	7/30/2024	7/30/2024	$22,134.00	23.8 TON CRS-2 EMULSION		$22,134.00			
	P04203	INV	7/31/2024	7/31/2024	$1,156.48	2 AGGREGATE PIPE		$1,156.48			
	P04261	INV	8/1/2024	8/1/2024	$1,915.29	SPRAY NOZZLE (4)		$1,915.29			

							Due				
Voucher(s):	**3**					**Aged Totals:**	**$25,205.77**	**$25,205.77**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 9887 **Name:** T&E CONCERT SERVICES **Class ID:** **FED TAX CLAS:** LLC-S

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	110620	INV	8/1/2024	8/1/2024	$3,500.00	SERVICES FOR CONCERT		$3,500.00			

							Due				
Voucher(s):	**1**					**Aged Totals:**	**$3,500.00**	**$3,500.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 6388 **Name:** TARGETSOLUTIONS LEARNING LLC **Class ID:** 1099 **FED TAX CLAS:** LLC-C

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV99203	INV	7/31/2024	7/31/2024	$12,223.74	TARGETSOLUTIONS MEMBER		$12,223.74			

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City of Dickinson

			Due				
Voucher(s): 1	Aged Totals:	$12,223.74	$12,223.74	$0.00	$0.00	$0.00

Vendor ID: 9871 **Name:** THE GREEN TEAM **Class ID:** **FED TAX CLAS:** LLC-S

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	201	INV	8/5/2024	8/5/2024	$500.00	MOWING/SPRAYING 540 HIGH		$500.00			

			Due				
Voucher(s): 1	Aged Totals:	$500.00	$500.00	$0.00	$0.00	$0.00

Vendor ID: 9862 **Name:** THE PETTING ZOO, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	I3097494	INV	7/22/2024	7/22/2024	$714.00	GIFT SHOP SUPPLIES		$714.00			

			Due				
Voucher(s): 1	Aged Totals:	$714.00	$714.00	$0.00	$0.00	$0.00

Vendor ID: 3978 **Name:** TOTAL SAFETY US INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	7045035-0001	INV	7/30/2024	7/30/2024	$72.64	2 SLING, DBL POLY W/POWEF		$72.64			

			Due				
Voucher(s): 1	Aged Totals:	$72.64	$72.64	$0.00	$0.00	$0.00

Vendor ID: 4796 **Name:** TRI-ENERGY COOPERATIVE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2995	INV	8/6/2024	8/6/2024	$17.29	PROPANE		$17.29			
	3038	INV	8/6/2024	8/6/2024	$20.75	PROPANE		$20.75			
	3122	INV	8/8/2024	8/8/2024	$20.75	PROPANE		$20.75			
	3146	INV	8/8/2024	8/8/2024	$57.74	PROPANE		$57.74			

			Due				
Voucher(s): 4	Aged Totals:	$116.53	$116.53	$0.00	$0.00	$0.00

Vendor ID: 5616 **Name:** TUCKER,TYLER **Class ID:** **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	TT 080824	INV	8/8/2024	8/8/2024	$92.00	EMPLOYEE EXP-TYLER TUCK		$92.00			

			Due				
Voucher(s): 1	Aged Totals:	$92.00	$92.00	$0.00	$0.00	$0.00

Vendor ID: 9806 **Name:** TYLER TECHNOLOGIES, INC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	020-154094	INV	7/31/2024	7/31/2024	$76.68	PYMT PROCESSING SERVICE		$76.68			

			Due				
Voucher(s): 1	Aged Totals:	$76.68	$76.68	$0.00	$0.00	$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 127 **Name:** VERIZON WIRELESS **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	586846039-00001	INV	8/6/2024	8/6/2024	$6,241.54	MONTHLY PHONE BILLING		$6,241.54			
							Due				
Voucher(s): 1						Aged Totals:	$6,241.54	$6,241.54	$0.00	$0.00	$0.00

Vendor ID: 4418 **Name:** VESTIS **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2550353411	INV	7/24/2024	7/24/2024	$151.97	MOPS, DISPENSER, SOAP		$151.97			
	2550356291	INV	7/31/2024	7/31/2024	$50.85	MATS		$50.85			
	2550356313	INV	7/31/2024	7/31/2024	$34.23	MATS		$34.23			
	2550356332	INV	7/31/2024	7/31/2024	$54.21	MATS		$54.21			
	2550356333	INV	7/31/2024	7/31/2024	$80.92	UNIFORM CLEANING		$80.92			
	2550356334	INV	7/31/2024	7/31/2024	$115.33	SOAP, MOPS, DISPENSER		$115.33			
	2550356335	INV	7/31/2024	7/31/2024	$40.12	MATS		$40.12			
	2550359299	INV	8/7/2024	8/7/2024	$80.91	UNIFORM CLEANING		$80.91			
	2550359300	INV	8/7/2024	8/7/2024	$170.78	SOAP, DISPENSER AUTO		$170.78			
							Due				
Voucher(s): 9						Aged Totals:	$779.32	$779.32	$0.00	$0.00	$0.00

Vendor ID: 9815 **Name:** WAGEWORKS, INC. **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	0724-TR116172	INV	7/31/2024	7/31/2024	$128.40	COBRA/DIRECT BILL		$128.40			
							Due				
Voucher(s): 1						Aged Totals:	$128.40	$128.40	$0.00	$0.00	$0.00

Vendor ID: 605 **Name:** WEHNER, DARRYL **Class ID:** **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	HEATLTH INS PREMI	INV	6/15/2024	6/15/2024	$362.91	OPEB INSURANCE PREMIUM			$362.91		
							Due				
Voucher(s): 1						Aged Totals:	$362.91	$0.00	$362.91	$0.00	$0.00

Vendor ID: 1736 **Name:** WEST PLAINS INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	WD40309	INV	6/21/2024	6/21/2024	$7,393.91	WORK DONE ON FARM100C			$7,393.91		
							Due				
Voucher(s): 1						Aged Totals:	$7,393.91	$0.00	$7,393.91	$0.00	$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 9842 **Name:** WESTERN HOSE LLC **Class ID:** 1099 **FED TAX CLAS:** LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	116	INV	8/1/2024	8/1/2024	$74.46	HS-031,R16-10, BW2310-10FJ		$74.46			
	120	INV	8/8/2024	8/8/2024	$8.32	NEW HENKE PLOW W/GATE		$8.32			

		Due				
Voucher(s): 2	Aged Totals:	$82.78	$82.78	$0.00	$0.00	$0.00

Vendor ID: 4299 **Name:** WESTLIE TRUCK CENTER OF DICKINSON **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	623466	INV	8/2/2024	8/2/2024	$196.60	FILTER-VEN, TS OIL FILTER		$196.60			

		Due				
Voucher(s): 1	Aged Totals:	$196.60	$196.60	$0.00	$0.00	$0.00

Vendor ID: 620 **Name:** WINN CONSTRUCTION INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	14950	INV	8/8/2024	8/8/2024	$7,429.00	202405 SIDEWALK PROJECT		$7,429.00			

		Due				
Voucher(s): 1	Aged Totals:	$7,429.00	$7,429.00	$0.00	$0.00	$0.00

Vendor ID: 3138 **Name:** WITMER PUBLIC SAFETY GROUP INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV522118	INV	8/6/2024	8/6/2024	$636.39	LEATHER FRONTS, TYPE 3 DE		$636.39			

		Due				
Voucher(s): 1	Aged Totals:	$636.39	$636.39	$0.00	$0.00	$0.00

	Vendors	Due	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Vendor Totals:	126	$1,949,151.20	$1,918,663.90	$24,911.70	$3,875.57	$1,700.03

Commerce Bank

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 414084
KANSAS CITY MO 64141-4084

Account ID	
Account Number	
Payment Due Date	AUG 19, 2024
Amount Due	$46,489.75
Current Balance	$46,489.75

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 846451
KANSAS CITY MO 64184-6451

Amount Enclosed $

CITY OF DICKINSON **0000000
LINDA CARLSON
38 1ST ST W
DICKINSON ND 58601-510638

To ensure your payment is posted promptly, please submit all payments to:
PO BOX 846451
KANSAS CITY, MO 64184-6451

80000018838611111 00464897500464897 5

Please detach and return with your payment

ACCOUNT MESSAGES

Visa Purchasing

AS A REMINDER, YOUR NEXT AUTOPAY WILL BE PROCESSED ON YOUR PAYMENT DUE DATE. IF YOU HAVE ANY QUESTIONS, PLEASE GIVE US A CALL AT 1-800-892-7104.

Previously announced statement changes will not take effect on August 1, 2024, but will be implemented soon. The new Commerce Bank Card statements will feature the same important information - including transactions, balances, and due dates - presented in a new, easy-to-read layout. For enhanced security, the full account number will now be masked, displaying only the last four digits.

CORPORATE ACCOUNT ACTIVITY

CITY OF DICKINSON

TOTAL CORPORATE ACTIVITY

$21,369.10

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-01	08-01		AUTO PAYMENT - THANK YOU!	$21,369.10CR

FINANCE CHARGE SUMMARY

	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
PURCHASES	$0.00	0.0000%	00.00%	$0.00
CASH ADVANCES	$0.00	0.0370%	13.40%	$0.00

For Customer Service Call:

1-800-892-7104

Outside the U.S., Call:

1-402-691-7800

Send Billing Inquiries To:

COMMERCE BANK
PO BOX 414084
KANSAS CITY MO 64141

Account ID		Account Summary	
		Previous Balance	$21,369.10
Account Number		Purchases & Other Charges	$46,793.57
		Cash Advances	$0.00
Statement Date	**Payment Due Date**	Cash Advance Fees	$0.00
AUG 12, 2024	AUG 19, 2024	Late Charges	$0.00
Credit Limit	**Available Credit**	Finance Charges	$0.00
$120,000.00	$73,510.25	Credits	$303.82
Amount Due	**Disputed Amount**	Payments	$21,369.10
$46,489.75	$0.00	New Balance	$46,489.75

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

LEONARD SCHWINDT	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	$247.12	$0.00	$0.00	$247.12

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-30	07-29	24011344211000051173247	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	25.84
07-30	07-29	24011344212000000728033	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	21.28
08-07	08-06	24492164219000024493930	UND ENVIRONMENTAL TRN WWW.UNDETI.COMN	200.00

CARDHOLDER ACTIVITY

FIRE DEPARTMENT	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	$9,872.96	$0.00	$0.00	$9,872.96

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-26	07-25	24036294207742070749234	ENVATO 613-837-6628 UT	198.00
07-26	07-25	24011344208000002495447	LADDER CO LADDERCOLEATHGA	2,833.00
07-29	07-25	24081642080018014877006	BOUND TREE MEDICAL LLC 800-2827904 OH	671.27
07-30	07-29	24226384211360072614794	WAL-MART #1567 DICKINSON ND	59.53
07-31	07-29	24116414212043747005724	VAL*ASTORIA HOTEL & EV DICKINSON ND	192.60
	CHECK IN DATE:07-29-24		NUMBER OF NIGHTS:01	
	CONFIRMATION #:194287			
07-31	07-30	24204294212001736787032	Subway 11024 Dickinson ND	357.21
08-01	07-30	24116414213044656057770	VAL*ASTORIA HOTEL & EV DICKINSON ND	96.30
	CHECK IN DATE:07-29-24		NUMBER OF NIGHTS:01	
	CONFIRMATION #:194317			
08-01	07-31	24137464214001558399477	TST* PLAYERS SPORTS BAR &DICKINSON ND	73.54
08-05	08-02	24055234216047662181023	WINGATE BY WYNDHAM FARGO FARGO ND	192.60
	CHECK IN DATE:07-31-24		NUMBER OF NIGHTS:02	
	CONFIRMATION #:21116717			
08-05	08-02	24055234216047662181080	WINGATE BY WYNDHAM FARGO FARGO ND	192.60
	CHECK IN DATE:07-31-24		NUMBER OF NIGHTS:02	
	CONFIRMATION #:21116859			
08-05	08-02	24055234216047662181163	WINGATE BY WYNDHAM FARGO FARGO ND	96.30
	CHECK IN DATE:08-01-24		NUMBER OF NIGHTS:01	
	CONFIRMATION #:21116753			
08-06	08-05	24000974218098704109410	THE UPS STORE 4954 209-7775558 ND	27.17
08-07	08-06	24011344219000069392492	KEISER CORPORATION WWW.KEISER.COCA	4,882.84

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

SHELLY NAMENIUK

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$249.00	$0.00	$0.00	$249.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-12	08-10	24492164224000001868180	NEOGOV HTTPSWWW.NEOGCA	249.00

CARDHOLDER ACTIVITY

FIRE DEPARTMENT 2

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$91.27	$0.00	$0.00	$91.27

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-26	07-25	24445004208400225230843	WM SUPERCENTER #1567 DICKINSON ND	26.76
08-02	08-01	24941664214020177885907	HOLIDAY STATIONS 0399 FARGO ND	64.51

CARDHOLDER ACTIVITY

FINANCE DEPARTMENT

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$298.75	$0.00	$0.00	$298.75

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-05	08-02	24492154216016421146149	PAYFLOW/PAYPAL PAYFLOW-SUPPONE	298.75

CARDHOLDER ACTIVITY

POLICE DEPARTMENT TRAVEL

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$1,451.30	$0.00	$0.00	$1,451.30

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-12	08-08	24453884222000013688180	TRU BY HILTON ORLANDO FL	725.65
		CHECK IN DATE:08-03-24		
		CONFIRMATION #:221216		
08-12	08-08	24453884222000013688230	TRU BY HILTON ORLANDO FL	725.65
		CHECK IN DATE:08-03-24		
		CONFIRMATION #:221217		

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

JOSEPH CIANNI

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$893.27	$0.00	$0.00	$893.27

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-09	08-08	24692164221103381931379	AMAZON MKTPL*RM40N0EI2 Amzn.com/billWA	53.49
08-09	08-08	24692164221103391005842	Amazon.com*RM4JZ3FG1 Amzn.com/billWA	839.78

CARDHOLDER ACTIVITY

POLICE DEPT TRAVEL 2

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$514.86	$0.00	$0.00	$514.86

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-31	07-29	24323004212018949040149	EMBASSY SUITES MINNEAPOL BROOKLYN CTR MN	477.57
	CHECK IN DATE:07-14-24		NUMBER OF NIGHTS:15	
	CONFIRMATION #:420888			
08-02	08-01	24941664215020203411750	GAS STOP MINOT ND	37.29

CARDHOLDER ACTIVITY

MICHAEL HANEL

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$12.00	$0.00	$0.00	$12.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-05	08-04	24011344217000062832116	BUZZSPROUT* INVOICE 65 WWW.BUZZSPROUFL	12.00

CARDHOLDER ACTIVITY

ANIMAL SHELTER

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$443.85	$0.00	$0.00	$443.85

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-01	07-31	24003224214001580167032	EXXON JAMESTOWN I-94 JAMESTOWN ND	32.83
08-05	08-03	24692164216109168631568	CHEWY.COM 800-672-4399 FL	299.25
08-05	08-03	24445004217400270940733	WM SUPERCENTER #1567 DICKINSON ND	73.40
08-09	08-08	24943004222033361384725	CENEX-MAX FARM SERVICES MAX ND	38.37

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

GREG BECK

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$298.00	$0.00	$0.00	$298.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-09	08-08	24692164221102857927747	AMAZON MKTPL*RF88W3WD1 Amzn.com/billWA	298.00

CARDHOLDER ACTIVITY

MUSEUM

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$5,295.57	$0.00	$0.00	$5,295.57

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-07	07-25	24755424219282190171165	AURORA WORLD 562-2051222 CA	1,149.19
07-26	07-26	24492164208000014595416	UNEMPLOYED PHILO FAIRE HTTPSWWW.FAIRCA	274.04
07-31	07-29	24639234212900010200037	SILVER STREAK INDUSTRIES 480-5747528 AZ	726.07
08-01	07-31	24226384213360083517661	WAL-MART #1567 DICKINSON ND	105.90
08-01	07-31	24455014213142000540546	WAL-MART #1567 DICKINSON ND	9.16
08-02	07-31	24896304214022658798516	GEO 513-3363100 OH	616.99
08-06	08-05	24493984219014872121659	DOVER PUBLICATIONS 833-591-2797 NY	162.93
08-08	08-07	24116414220716282686129	BULK BOOKSTORE 503-867-8738 OR	1,915.25
08-09	08-08	24755424221292212457282	ATLAS SCREENPRINTING 352-3734975 FL	336.04

CARDHOLDER ACTIVITY

ROBERT FUHRMAN

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$230.01	$0.00	$0.00	$230.01

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-26	07-25	24692164207101186923904	AMAZON MKTPL*RV0ZF84Q2 Amzn.com/billWA	133.99
08-06	08-05	24011344218000039837882	SHOPIFY* 260083549 HTTPSSHOPIFY.IL	89.00
08-06	08-05	24231684218747002403810	CONSOLIDATED TELCOM 701-483-4000 ND	7.02

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

AARON PRAUS	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	$840.22	$0.00	$0.00	$840.22

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-01	07-29	24639234213900014303950	THE GALLERY COLLECTION 201-6417900 NJ	158.22
07-31	07-30	24011344213000005541604	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA	89.00
08-01	07-31	24011344214000004533577	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA	89.00
08-01	07-31	24009584213300693200157	WEF REG 703-684-2400 VA	130.00
08-01	07-31	24009584213300693200231	WEF REG 703-684-2400 VA	155.00
08-01	07-31	24009584213300693200314	WEF REG 703-684-2400 VA	130.00
08-02	08-01	24011344215000018009985	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA	89.00

CARDHOLDER ACTIVITY

PURCHASING DEPARTMENT	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	$2,699.57	$0.00	$33.94	$2,665.63

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-29	07-26	24011344208000034464908	AMAZON RET* 113-301270 WWW.AMAZON.COWA	7.51
07-29	07-26	24692164208101978203241	AMZN Mktp US*RV55J2310 Amzn.com/billWA	173.78
07-29	07-26	24692164208102163038491	AMZN Mktp US*RV0GI3AM2 Amzn.com/billWA	66.50
07-29	07-26	24108384209002372002000	SHOPLET.COM clover.com FL	492.80
07-29	07-26	74692164208101740207632	Amazon.com Amzn.com/billWA	15.37CR
07-29	07-26	74692164208101742123050	Amazon.com Amzn.com/billWA	18.57CR
07-29	07-27	24692164209102507344174	AMZN Mktp US*RV0J660M2 Amzn.com/billWA	23.07
07-29	07-28	24692164210103415453625	AMZN Mktp US*RV18X6MW2 Amzn.com/billWA	57.60
07-29	07-28	24692164210103700724193	AMZN Mktp US*RV03T0GW0 Amzn.com/billWA	8.79
07-30	07-29	24055234211042968272118	WALMART.COM 800-925-6278 AR	52.65
08-01	07-31	24692164213106173396875	AMAZON MKTPL*RV89V06J1 Amzn.com/billWA	416.99
08-05	08-02	24692164215108000719392	AMZN Mktp US*RF97O6CQ1 Amzn.com/billWA	92.67
08-05	08-02	24108384216002727002169	SHOPLET.COM clover.com FL	85.13
08-05	08-02	24116414217067715844579	PAYPAL *JOTFORM 402-935-7733 CA	348.00
08-05	08-04	24692164217109788482771	AMZN Mktp US*RF5B87VO0 Amzn.com/billWA	35.00
08-06	08-05	24692164218100611933717	Amazon.com*RF6W27MT1 Amzn.com/billWA	69.87
08-06	08-05	24692164218100618174885	AMAZON MKTPL*RF9QF0830 Amzn.com/billWA	50.99
08-06	08-05	24692164218100767007761	AMAZON MKTPL*RF41X15A1 Amzn.com/billWA	242.74
08-12	08-09	24692164222104018068568	AMZN Mktp US*RM8K583N0 Amzn.com/billWA	10.54
08-12	08-09	24692164222104368028444	AMZN Mktp US*RM3HK7J71 Amzn.com/billWA	39.43
08-12	08-09	24108384223003080003290	SHOPLET.COM clover.com FL	106.14
08-12	08-09	24108384223003080003308	SHOPLET.COM clover.com FL	54.44
08-12	08-10	24692164223104423527934	AMZN Mktp US*RM2R81A50 Amzn.com/billWA	173.42
08-12	08-10	24692164223104828685931	AMZN Mktp US*RM6JN50U0 Amzn.com/billWA	56.89
08-12	08-11	24692164224105887444077	Amazon.com*RM7U06HI0 Amzn.com/billWA	34.62

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

DUANE ZASTOUPIL

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$1,765.77	$0.00	$0.00	$1,765.77

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-09	08-08	24871154221034991906036	ESKY ESKYCOM INTERNET	147.42
08-12	08-08	24692164222104192663788	UNITED 0167116278831800-932-2732 TX	538.96
		NM:ZASTOUPIL/DUANE MR TKT:0167116278831		
		OARP:DIK SVC:H DARP:DEN FR:HAA4AA DEP:10-05-24		
		OARP:DEN SVC:K DARP:MSY FR:KAK5AW DEP:10-05-24		
		OARP:MSY SVC:KX DARP:DEN FR:KFA2AD DEP:10-05-24		
		OARP:DEN SVC:KO DARP:DIK FR:KFA2AD DEP:10-05-24		
08-12	08-08	24692164222104192663796	UNITED 0167116278832800-932-2732 TX	538.96
		NM:WALDO/JACOB MR TKT:0167116278832		
		OARP:DIK SVC:H DARP:DEN FR:HAA4AA DEP:10-05-24		
		OARP:DEN SVC:K DARP:MSY FR:KAK5AW DEP:10-05-24		
		OARP:MSY SVC:KX DARP:DEN FR:KFA2AD DEP:10-05-24		
		OARP:DEN SVC:KO DARP:DIK FR:KFA2AD DEP:10-05-24		
08-12	08-08	24692164222104192663804	UNITED 0167116278833800-932-2732 TX	538.96
		NM:PRAUS/AARON MR TKT:0167116278833		
		OARP:DIK SVC:H DARP:DEN FR:HAA4AA DEP:10-05-24		
		OARP:DEN SVC:K DARP:MSY FR:KAK5AW DEP:10-05-24		
		OARP:MSY SVC:KX DARP:DEN FR:KFA2AD DEP:10-05-24		
		OARP:DEN SVC:KO DARP:DIK FR:KFA2AD DEP:10-05-24		
08-09	08-09	24871154221034991906036	INTERNATIONAL SERVICE FEE	1.47

CARDHOLDER ACTIVITY

ROBERT EBELHAR

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$142.88	$0.00	$0.00	$142.88

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-07	08-06	24431064219032031612091	AMAZON.COM*RF23T3YJ2 SEATTLE WA	42.99
08-09	08-07	24325454221900011906774	DEMCO INC 800-9624463 WI	75.92
08-09	08-08	24692164221103066581531	AMAZON MKTPL*RM24U4JH2 Amzn.com/billWA	23.97

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

MATT HANSON

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$1,286.74	$0.00	$15.00	$1,271.74

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-30	07-29	24000774212000000735146	NDPOA.ORG HTTPSWWW.NDPOCA	150.00
07-30	07-29	24000774212000001336399	NDPOA.ORG HTTPSWWW.NDPOCA	40.00
07-30	07-29	24000774212000001348824	NDPOA.ORG HTTPSWWW.NDPOCA	40.00
07-30	07-29	24000774212000001357643	NDPOA.ORG HTTPSWWW.NDPOCA	40.00
07-30	07-29	24000774212000001303860	NDPOA.ORG HTTPSWWW.NDPOCA	15.00
07-30	07-29	24000774212000001374622	NDPOA.ORG HTTPSWWW.NDPOCA	45.00
07-30	07-29	24000774212000001544158	NDPOA.ORG HTTPSWWW.NDPOCA	150.00
07-30	07-29	24000774212000001571391	NDPOA.ORG HTTPSWWW.NDPOCA	150.00
07-30	07-29	24000774212000001608177	NDPOA.ORG HTTPSWWW.NDPOCA	150.00
07-30	07-29	24000774212000001624786	NDPOA.ORG HTTPSWWW.NDPOCA	150.00
07-30	07-29	24000774212000001655459	NDPOA.ORG HTTPSWWW.NDPOCA	150.00
07-30	07-29	24000774212000001700388	NDPOA.ORG HTTPSWWW.NDPOCA	30.00
08-01	07-30	24000774213000010141441	NDPOA.ORG HTTPSWWW.NDPOCA	15.00CR
08-06	08-05	74083424218000007405116	SP TRIGGERTECH MISSISSAUGA ON	174.99
08-06	08-06	74083424218000007405116	INTERNATIONAL SERVICE FEE	1.75

CARDHOLDER ACTIVITY

DAVID WILKIE

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$36.80	$0.00	$0.00	$36.80

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-07	08-06	24137464220001506409859	USPS KIOSK 3724009550 DICKINSON ND	18.40
08-09	08-08	24137464222001515046286	USPS KIOSK 3724009550 DICKINSON ND	18.40

CARDHOLDER ACTIVITY

TRAVIS LEINTZ

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$2,578.15	$0.00	$150.00	$2,428.15

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-29	07-17	74445004208200254252972	SUMUP *DAKOTA 911 CONFERERAPID CITY SD	150.00CR
07-30	07-29	24000774212000001539521	NDPOA.ORG HTTPSWWW.NDPOCA	150.00
07-31	07-30	24692164212105421734813	SQ *NATIONAL TACTICAL OFFgosq.com CO	779.00
07-31	07-30	24755424212272120693195	CALIBRE PRESS 630-9410900 IL	163.77
08-01	07-31	24435654214011107021485	TRITECH FORENSICS 910-457-6600 NC	553.21
08-02	08-01	24492154215016014136557	TLO TRANSUNION 561-988-4200 FL	179.40

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

TRAVIS LEINTZ

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$2,578.15	$0.00	$150.00	$2,428.15

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-06	08-05	24492164218000026349941	LEAS.TRAINING HTTPSLEAS.TRAND	129.00
08-06	08-05	24492164218000040003888	LEAS.TRAINING HTTPSLEAS.TRAND	129.00
08-07	08-06	24431064219032053175688	IACA 800-609-3419 KS	25.00
08-09	08-08	24755424221292217809818	SANFORD LEARN CYBERSOURCE855-3055067 SD	100.00
08-12	08-09	24755424222272227692551	CALIBRE PRESS 630-9410900 IL	369.77

CARDHOLDER ACTIVITY

CINDY THRONBURG

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$586.65	$0.00	$0.00	$586.65

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-02	08-01	24755424214182147045311	THE LIBRARY STORE 309-9253923 IL	586.65

CARDHOLDER ACTIVITY

POLICE DEPARTMENT

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$317.28	$0.00	$0.00	$317.28

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-31	07-29	24755424212162123426521	CLARION HOTEL AND CONVENTMINOT ND	317.28
		CHECK IN DATE:07-28-24		
		CONFIRMATION #:0749059298		

CARDHOLDER ACTIVITY

RACHEL SHUMAKER

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$103.86	$0.00	$0.00	$103.86

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-12	08-08	24455014222141002922081	WAL-MART #1567 DICKINSON ND	103.86

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

DENVER FOWLER

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$1,988.70	$0.00	$0.00	$1,988.70

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-29	07-27	24003224210001474385371	EXXON HAVRE #1244 HAVRE MT	105.71
07-29	07-27	24445004210400251479153	WM SUPERCENTER #4247 HAVRE MT	42.20
07-30	07-29	24034544211006444096324	CONOCO - EMPORIUM FOOD & HAVRE MT	21.00
07-30	07-29	24733094212007488746302	NORTH 40 OUTFITTERS HAV HAVRE MT	27.64
07-30	07-29	24003224212001532384182	EXXON HAVRE #1244 HAVRE MT	14.04
07-30	07-29	24003224212001532384190	EXXON HAVRE #1244 HAVRE MT	28.88
07-30	07-29	24003224212001532384307	EXXON HAVRE #1244 HAVRE MT	13.26
07-31	07-29	24226384212360076204708	WAL-MART #4247 HAVRE MT	360.84
07-31	07-29	24091624212017028774631	SOCIETY OF VERTEBRATE 301-634-7024 VA	80.00
08-05	08-02	24034544215000393204167	CONOCO - WESTSIDE TRUCK SMALTA MT	66.68
08-05	08-02	24034544215000330429000	CONOCO - EMPORIUM FOOD & HAVRE MT	19.00
08-05	08-02	24034544216000523275136	CONOCO - EMPORIUM FOOD & HAVRE MT	51.63
08-05	08-02	24750764217900013803799	FARMERS AND RANCHERS LUMBMALTA MT	269.10
08-05	08-04	24034544217000800215382	CONOCO - EMPORIUM FOOD & HAVRE MT	28.00
08-05	08-04	24003224218001720376515	EXXON HAVRE #1244 HAVRE MT	33.69
08-05	08-04	24003224218001720376614	EXXON HAVRE #1244 HAVRE MT	10.66
08-05	08-04	24445004218400253201730	WM SUPERCENTER #4247 HAVRE MT	66.70
08-09	08-08	24003224222001839403063	EXXON HAVRE #1244 HAVRE MT	47.59
08-09	08-08	24003224222001839403089	EXXON HAVRE #1244 HAVRE MT	31.68
08-12	08-09	24034544222001870504419	CONOCO - WESTSIDE TRUCK SMALTA MT	38.14
08-12	08-10	24034544223002169624396	CONOCO - EZZIES MIDTOWN GLASGOW MT	40.00
08-12	08-10	24427334223730259724194	REYNOLDS MARKET GLA GLASGOW MT	32.50
08-12	08-10	24137464224001429580998	MILK RIVER HOME CENTER GLASGOW MT	39.87
08-12	08-10	24231684224055430526737	ALBERTSONS 3433 GLASGOW MT	8.97
08-12	08-10	24231684224055430526745	ALBERTSONS 3433 GLASGOW MT	343.05
08-12	08-11	24034544224002378394640	CONOCO - EZZIES MIDTOWN GLASGOW MT	67.27
08-12	08-11	24034544224002378394632	CONOCO - EZZIES MIDTOWN GLASGOW MT	29.62
08-12	08-11	24034544224002378394624	CONOCO - EZZIES MIDTOWN GLASGOW MT	70.98

CARDHOLDER ACTIVITY

SCOTT HIRNING

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$565.00	$0.00	$0.00	$565.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-12	08-09	24022684222900012103261	CONSTRUCTION ACCESSORIES 937-4787009 OH	565.00

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

JOSHUA SKLUZACEK	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	$267.33	$0.00	$104.88	$162.45

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-31	07-30	24011344213000008424907	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	104.88CR
08-08	08-07	24906414220206270007912	ASCE Purchasing 800-5482723 VA	195.00
08-08	08-07	24055234221052217579591	RUNNINGS OF DICKINSON DICKINSON ND	72.33

CARDHOLDER ACTIVITY

JOEL WALTERS	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	$6,625.03	$0.00	$0.00	$6,625.03

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-26	07-25	24000974207036101446541	THE GRUB TUB DICKINSON ND	393.57
07-29	07-28	24204294210001205054072	FACEBK *GXYCW5CN22 650-5434800 CA	250.00
07-31	07-30	24226384213360078497283	WAL-MART #1567 DICKINSON ND	89.77
08-01	08-01	24204294214001305807078	FACEBK *CP5326GN22 650-5434800 CA	250.00
08-02	08-01	24000974214076201061544	THE GRUB TUB DICKINSON ND	372.83
08-05	08-01	24445004215500617766675	DOMINO'S 1883 307-752-2115 ND	68.22
08-05	08-01	24943004215029468603909	PIZZA HUT 033427 DICKINSON ND	69.51
08-05	08-04	74377994217430108565039	OCE*WONDERSHARE.COM HONG KONG	20.99
08-05	08-05	74377994217430108565039	INTERNATIONAL SERVICE FEE	0.21
08-06	08-06	24204294219000302046024	FACEBK *ZP46U5LN22 650-5434800 CA	250.00
08-07	08-06	24427334219730255990282	CASH WISE #3044 DICKINSON ND	62.62
08-07	08-06	24445004220400220114780	WM SUPERCENTER #1567 DICKINSON ND	143.80
08-09	08-08	24427334221730259807975	CASH WISE #3044 DICKINSON ND	214.99
08-09	08-08	24445004222400221124414	WM SUPERCENTER #1567 DICKINSON ND	80.54
08-12	08-08	24692164222103881850417	TST*PHAT FISH BREWING - Dickinson ND	200.15
08-12	08-08	24692164222104051062833	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	149.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:01	
		CONFIRMATION #:72070		
08-12	08-08	24692164222104051062841	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	149.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:01	
		CONFIRMATION #:72071		
08-12	08-08	24692164222104051062858	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	149.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:01	
		CONFIRMATION #:72072		
08-12	08-08	24692164222104051062866	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	149.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:01	
		CONFIRMATION #:72073		
08-12	08-08	24692164222104051062874	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	149.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:01	
		CONFIRMATION #:72074		

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

JOEL WALTERS

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$6,625.03	$0.00	$0.00	$6,625.03

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-12	08-08	24445004223000994250351	FAMILY FARE 3123 DICKINSON ND	14.98
08-12	08-09	24943004223034195142387	HAMPTON INN BISMARCK BISMARCK ND	400.46
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:92583295		
08-12	08-09	24943004223034195142460	HAMPTON INN BISMARCK BISMARCK ND	400.46
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:90486783		
08-12	08-09	24943004223034195142478	HAMPTON INN BISMARCK BISMARCK ND	400.46
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:93633247		
08-12	08-09	24943004223034195142601	HAMPTON INN BISMARCK BISMARCK ND	400.46
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:98349247		
08-12	08-09	24943004223034195142825	HAMPTON INN BISMARCK BISMARCK ND	405.41
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:98351423		
08-12	08-09	24692164223104924502246	LA QUINTA INN & SUITES DICKINSON ND	192.60
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:000001		
08-12	08-09	24692164223104939748875	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	304.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:72075		
08-12	08-09	24692164223104939748883	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	298.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:72076		
08-12	08-09	24692164223104939748891	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	298.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:72077		
08-12	08-09	24692164223104939748909	BISMARCKSOUTHFAIRFIELD BISMARCK SOUTND	298.00
		CHECK IN DATE:08-07-24	NUMBER OF NIGHTS:02	
		CONFIRMATION #:72078		

CARDHOLDER ACTIVITY

AARON MEYER

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$3,379.27	$0.00	$0.00	$3,379.27

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-29	07-26	24692164208101862237057	AMAZON MKTPL*RV0V91N40 Amzn.com/billWA	6.96
07-29	07-26	24692164208101903764168	AMAZON MKTPL*RV6C19JV2 Amzn.com/billWA	27.99
07-29	07-26	24011344208000049001794	WWW.UI.COM WWW.UI.COM NY	311.00

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

AARON MEYER

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$3,379.27	$0.00	$0.00	$3,379.27

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-29	07-26	24692164208102102084705	Amazon.com*RV6TU2TO2 Amzn.com/billWA	24.08
07-29	07-26	24692164208102108208399	Amazon.com*RV8KD1T12 Amzn.com/billWA	15.36
07-29	07-27	24164074210105441214756	Staples Inc staples.com MA	1,217.92
07-30	07-29	24011344211000073893269	FLIPPER DEVICES HTTPSSHOP.FLIDE	220.50
08-02	08-01	24116414214067671450844	PP*FASTSPRING 402-935-7733 CA	12.60
08-05	08-02	24692164215107791742753	Amazon.com*RV5C53Y91 Amzn.com/billWA	68.96
08-05	08-03	24011344216000018864354	WASABI TECHNOLOGIES WWW.WASABI.COMA	212.55
08-05	08-03	24692164216108828910552	AMAZON MKTPL*RF6FH0EW0 Amzn.com/billWA	293.70
08-05	08-03	24164074217105441216143	Staples Inc staples.com MA	104.49
08-09	08-08	24692164221103418417434	AMAZON MKTPL*RM8F34LE0 Amzn.com/billWA	47.49
08-12	08-10	24164074224105441232091	Staples Inc staples.com MA	815.67

CARDHOLDER ACTIVITY

MIKHAYLA BLISS

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$37.99	$0.00	$0.00	$37.99

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-02	08-01	24427334214730262457221	CASH WISE #3044 DICKINSON ND	37.99

CARDHOLDER ACTIVITY

RITA BINSTOCK

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$1,334.86	$0.00	$0.00	$1,334.86

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-30	07-29	24011344212000001443392	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	280.44
07-30	07-29	24011344212000014317583	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	813.20
08-01	07-31	24226384213360086829378	WAL-MART #1567 DICKINSON ND	109.97
08-02	08-01	24011344215000007948813	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	12.16
08-07	08-06	24427334219730255987999	CASH WISE #3044 DICKINSON ND	89.09
08-12	08-10	24692164223105222570298	NDRIN-ND LAND RECORDS 701-364-1280 ND	30.00

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

STEVEN CLAWSON

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$2,082.19	$0.00	$0.00	$2,082.19

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-26	07-24	24943004208025085285392	CENEX-AGLAND CO-OP GLASGOW MT	57.50
07-29	07-26	24011344208000066230375	MATTFELDT ELECTRIC 140-62284885 MT	315.90
07-29	07-26	24431064209025789224921	MARKLES INC GLASGOW MT	160.24
07-29	07-27	24034544210006142338169	CONOCO - EZZIES WHOLESALEHINSDALE MT	25.97
07-31	07-30	24034544212006681410708	CONOCO - EZZIES WESTEND GLASGOW MT	86.04
08-01	07-30	24231684213044752535610	ALBERTSONS 3433 GLASGOW MT	28.99
08-01	07-30	24231684213044752535628	ALBERTSONS 3433 GLASGOW MT	365.29
08-01	07-31	24137464214001558426288	MILK RIVER HOME CENTER GLASGOW MT	85.98
08-05	08-03	24427334216730259788735	REYNOLDS MARKET GLA GLASGOW MT	10.00
08-05	08-03	24427334216730259789485	REYNOLDS MARKET GLA GLASGOW MT	7.47
08-05	08-03	24034544216000602274224	CONOCO - EZZIES WHOLESALEHINSDALE MT	77.74
08-05	08-03	24231684217048760777144	ALBERTSONS 3433 GLASGOW MT	14.49
08-05	08-03	24231684217048760777151	ALBERTSONS 3433 GLASGOW MT	94.23
08-05	08-03	24231684217048760777169	ALBERTSONS 3433 GLASGOW MT	100.17
08-06	08-04	24231684218049604189065	ALBERTSONS 3433 GLASGOW MT	69.98
08-06	08-04	24231684218049604189073	ALBERTSONS 3433 GLASGOW MT	334.36
08-06	08-05	24034544218001040366398	CONOCO - EZZIES WHOLESALEHINSDALE MT	52.24
08-07	08-06	24034544219001232085581	CONOCO - EZZIES WHOLESALEHINSDALE MT	58.25
08-12	08-09	24034544222001936259578	CONOCO - EZZIES WHOLESALEHINSDALE MT	55.04
08-12	08-10	24943004224034547712381	CENEX-EAST END GLENDIVE MT	37.51
08-12	08-10	24943004225035110232631	CENEX-AGLAND CO-OP GLASGOW MT	44.80

CARDHOLDER ACTIVITY

CITY LIBRARY

PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
$175.89	$0.00	$0.00	$175.89

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-26	07-25	24445004208400225252466	WM SUPERCENTER #1567 DICKINSON ND	51.84
08-05	08-01	24325454215900011300505	DEMCO INC 800-9624463 WI	124.05

Commerce Bank

Statement Date	AUG 12, 2024	Account Number	
Credit Limit	$120,000	Payment Due Date	AUG 19, 2024
Cash Advance Balance	$0.00	Amount Due	$46,489.75
Available Credit	$73,510.25	New Balance	$46,489.75

CITY OF DICKINSON

Account ID

8000-0018-8386

CARDHOLDER ACTIVITY

SYLVIA MILLER	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	$81.43	$0.00	$0.00	$81.43

Post Date	Tran Date	Reference Number	Transaction Description			Amount
07-26	07-25	24427334207730260990693	CASH WISE #3044	DICKINSON	ND	55.93
08-05	08-02	24445004216000986346786	FAMILY DOLLAR	DICKINSON	ND	25.50

STORAGE AREA NETWORK (SAN) REPLICA RFP

Presented by: IT Director Meyer

Consideration to Approve

CITY OF Dickinson North Dakota

Storage Area Network (SAN) Replica RFP

Single Bid: $149,900 Vaske Computer Inc

Federal Funds: $104K

State Funds: $5,915

City of Dickinson: $39,985

This project is one of 4 of our Cybersecurity Grants that was awarded to the City of Dickinson for 2024. The local match will be paid out of the IT Capital Fund for 2024.

CITY OF Dickinson North Dakota | ADMINISTRATION

In October 2023, the City of Dickinson IT Department applied for the 2024 Cybersecurity Grant Program through the State of North Dakota. In early 2024, we were notified that we had been awarded all of the grants we applied for which included our request to build out a Storage Area Network (SAN) Replica. The Grand award amount allows us to utilize $104,000 of Federal funding and $5,915 of State funding to apply towards with project. In July 2024, we advertised the bid project on our website as well as several times in the local paper and we received a single bid from Vaske Computer Inc for a total project cost of $149,900. We are request that the City Commission approve the bid award to Vaske Computer Inc allowing us to move forward with the project where we will utilize approximately $40,000 of our IT Capital dollars as the local match.

IT Director Aaron Meyer

2024 Drug & Alcohol Policy Changes

Presented by: Greg Beck, Risk Management Specialist

Consideration to Approve

CITY OF Dickinson North Dakota

Major Changes:

- Complete Revision of Content
- Section 23.0 Definitions
- Section 23.3.4 After Hours Drug and Alcohol Testing
- Section 23.3.5 Supervisor Training on Drug and Alcohol Abuse
- Section 23.4 Forms of Discipline

CITY OF Dickinson North Dakota

Major Changes:

- Section 23.6.1.1 Alcohol Prohibition Employees Must
- Section 23.6.1.2 Controlled Substance Prohibition Employees Must
- Section 23.7.1 Testing for Drugs and Alcohol
- Section 23.7.2.3 Post Accident Testing

CITY OF Dickinson North Dakota

In Conclusion

- Ability to add new sections
- Easier to enforce policy
- Reduce chance of liability

CITY OF Dickinson North Dakota

2024 DRUG & ALCOHOL POLICY CHANGES – CHEAT SHEET

1. Completely revised the entire D&A policy to break out the two groups of current employees, FMCSA governed and Non-DOT Non-Safety Sensitive. Before information for the two groups was intermingled, hard to find and read.
2. Section 23.0 Definitions
    a. I changed the responsibilities of the FMCSA regulations from Human Resources to Risk Management.
    b. Added a definition of "Actual Knowledge" so that employees understand what admission of use means.
    c. Added a definition of what "Off Duty" actually means as far as testing is concerned.
3. Section 23.1 Drug and Alcohol Abuse Policies
    a. Added the reference to the section pertaining to disciplinary actions.
4. Section 23.3.4 After Hours Drug and Alcohol Testing
    a. Added this section to the policy because we couldn't find after hours drug and alcohol testing for incidents that happen outside of normal business hours. Now, we have two individuals certified in UA collection and BAT testing to fulfill this obligation.
5. Section 23.3.5 Supervisor Training on Drug and Alcohol Abuse
    a. Clarified the expectation of training that supervisors must receive annually as part of their employment with the City.

6. Section 23.4 Forms of Discipline
    a. Administration wants to adopt a mirrored format that the City of Minot is currently using.
        i. Involves a two-strike rule within five years. First offense the employee must go to a SAP and follow their guidance as far as rehabilitation goes.
        ii. The employee incurs all costs related to the SAP and will also have to pay for their Return-to-Duty testing in order to resume employment with the City.
        iii. A second offense in five years will result in immediate termination of employment
7. Section 23.6.1.1 Alcohol Prohibition Employees Must:
    a. Added information on the disciplinary action for refusal to test
8. Section 23.6.1.2 Controlled-Substance Prohibition Employees Must:
    a. Combined information in regards to employees drug use while on duty to clean up multiple references to the same topic.
9. Section 23.6.2 Pre-Employment Tests
    a. Cleaned up verbiage that relates to what is expected at a pre-employment drug and alcohol screen
    b. Lays out the City's stance on not operating a CMV until a negative drug screen has been confirmed by an MRO.

10. Section 23.6.2.4 Post Accident Testing
    a. Cleaned up the explanation of when post-accident testing needs to be done.
    b. Delegated testing responsibility to Risk Management for documentation of the post-accident testing
    c. Calls out the procedures for after hours testing in a post-accident situation.
    d. Added a section about incapacitated employees after an accident how drug and alcohol screening will be completed.
11. Section 23.6.2.5 Return to Duty Testing
    a. Added that the employee may select an SAP from the list given to the employee at the time of a positive test.
    b. Added that Return to Duty testing is done under "direct observation" of the sample being given.
12. Section 23.6.7 City Requirements to Inquire with Previous Employers
    a. Reorganized this section so that it flows with how a pre-employment inquiry works.
13. Section 23.7.1 Testing for Drugs and Alcohol
    a. First paragraph was added to describe the difference between the two groups and what is considered allowable testing.
    b. Second paragraph added who is allowed to receive information in regards to drug and alcohol violations.

14. Section 23.7.1.1 Employees Must:
    a. Gives expectations of standards that Non-DOT Non-Safety Sensitive employees are expected to uphold.
    b. Added a paragraph in regards to medications affecting an employee's ability to do their job safely and upon request must provide documentation from a physician.
    c. Added section talking about refusal to test, "actual knowledge" and attempting to alter test results. Mirrors the FMCSA requirements.
15. Section 23.7.1.2 Alcohol and Controlled Substance Testing
    a. Added this section to mirror the FMCSA regulated employee policy
16. Section 23.7.1.3 Definition of Positive Alcohol or Controlled Substance Test
    a. Added this section to mirror the FMCSA regulated employee policy
17. Section 23.7.1.4 Testing Responsibilities in Alcohol and Controlled Substance Testing
    a. Added this section to mirror the FMCSA regulated employee policy
18. Section 23.7.2.1 Pre-Employment Drug Testing
    a. Added alcohol testing as part of the requirement

19. Section 23.7.2.2 Reasonable Suspicion Testing
    a. Explains employees could be asked to take a drug/alcohol test and that it will be at the City's expense.
    b. Third to last paragraph was added to explain what the supervisor's responsibility is in regards to reasonable suspicion documentation.
    c. Second to last paragraph was added to explain the afterhours testing process
    d. Last paragraph explains the disciplinary action if an employee actions are cause for being considered a refusal to test.
20. Section 23.7.2.3 Post Accident Testing
    a. Calls out when testing needs to be done in incidents involving City vehicles (non-CMV) and or equipment being operated by City employees. Mirrors the FMCSA policy.
    b. Third to last paragraph explains the procedures for testing employees who are traveling outside the City's geographical limits.
    c. Second to last paragraph outlines afterhours testing procedures.
    d. Last paragraph talks about positive test results and refers back to the disciplinary actions section of the policy.

21. Section 23.7.2.4 Return to Duty Testing and Follow Up Tests
    a. Explains that these forms of testing will always be under direct observation of the sample being given.
22. Section 23.7.5 Required Records and Records Retention
    a. Explains the timeline for retention of records for test results.

In conclusion:

The revision of the drug and alcohol policy will make it easier to add new sections for different testing groups as determined by City Administration for the safety and welfare of all employees and making it easier to enforce the policy without confusion. This will in turn reduce the chance of liability to the City, by removing the chance of favoritism and the setting of precedence by how each case is handled.

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTION TWENTY-NINE (29) OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING THE CITY'S DRUG AND ALCOHOL POLICY

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: Section 29.08.04130 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 29.08.04130 Drug and Alcohol Policy

City of Dickinson's Commitment to Drug and Alcohol Free Workplace

The City of Dickinson has a strong commitment to its employees to provide a safe, healthful, and productive work environment and to promote high standards of employee health. Consistent with the spirit and intent of this objective the City will act to eliminate any substance and alcohol abuse which could impair an employee's ability to safely and effectively perform a particular job and which increases the potential for accidents, absenteeism, sub-standard performance, and tends to undermine public confidence in the City's work force. The City's goals are to establish and maintain a work environment that is free from the effects of alcohol and drug abuse and to maintain the reputation and integrity of the City of Dickinson by preventing unacceptable behavior by its employees that discredits the City and its employees.

While the City has no intention of unreasonably intruding into the private lives of its employees, the City expects employees to report for work in a condition ready to perform their duties, make the work environment safe for other employees, and represent a proper image to the citizens. It is clear that employee off-the-job, as well as on-the-job, involvement with drugs and alcohol can have an impact on the City's goals.

North Dakota has laws allowing for the medical use of marijuana. The City, as an employer, is committed to providing a safe work environment and reducing accidents and injuries, to ensuring the safety and protections of the public served by the employees of the City, and to complying with all relevant federally mandated laws, including all Drug-Free Workplace requirements and federally mandated drug and alcohol testing for Regulated employees.

The use of marijuana, whether it is for recreational or medical purposes, has physiological effects that can include sedation, disorientation, impaired judgment, lack of concentration and slowed fine motor skills. The City recognizes that the impairing effect of such use while at work creates workplace performance and safety issues that the City ~~wishes~~ wants to avoid.

Furthermore, marijuana is a controlled substance under the federal Drug Abuse Prevention and Control Act. Its possession and use are prohibited in the workplace under federal Drug-Free Workplace regulations. The City relies on federal funding for

many of its critical services and programs and failure to comply with the Drug-Free Workplace requirements could jeopardize that federal funding. It is the City's position and intent that this Medical Marijuana Policy shall meet or exceed all requirements of the federal Drug-Free Workplace laws, 41 USC §§ 8101, et. seq., as amended

It is the policy of the City of Dickinson that all employees are strictly prohibited from possessing, using, ingesting, or being under the influence of medical marijuana while on City premises, while operating City vehicles and equipment, while engaged in the performance of job duties or while otherwise representing the City of Dickinson in any capacity and during off-site lunch periods or breaks when an employee is expected to return to work or on call for work. (Code 1696 § 1)

23.0 Definitions

The following terms shall have the following means throughout this Section:

1. "49 CFR Part 40." Federal Procedures for Transportation workplace drug testing programs. These rules are available for review in the ~~Human Resource~~Risk Management Department. (Code 1696 § 1)
2. "Actual knowledge" for safety sensitive personnel means actual knowledge by an employer that a driver has used alcohol or controlled substances based on the employer's direct observation of the employee, information provided by the driver's previous employer(s), a traffic citation for driving a Commercial Motor Vehicle (CMV) while under the influence of alcohol or controlled substances or an employee's admission of alcohol or controlled substance use, except as provided in § 382.121. Direct observation as used in this definition means observation of alcohol or controlled substances use and does not include observation of employee behavior or physical characteristics sufficient to warrant reasonable suspicion testing under § 382.307. As used in this section, "traffic citation" means a ticket, complaint, or other document charging driving a CMV while under the influence of alcohol or controlled substances.

   "Actual knowledge" for non-DOT non-safety sensitive personnel means actual knowledge by an employer that an employee has used alcohol or controlled substances based on the employer's direct observation of the employee, or an employee's admission of alcohol or controlled substance use. Direct observation as used in this definition means observation of alcohol or controlled substances use and does not include observation of employee behavior or physical characteristics sufficient to warrant reasonable suspicion testing.
3. "City Premises" Any and all property, facilities, land, structures, and vehicles owned, leased, or under the control of the City.
4. "Designated Employer Representative" or ~~("~~"DER"~~)~~ is an individual identified by the employer as able to receive communications and test results from service agents and who is authorized to take immediate actions to remove employees from safety-sensitive duties and to make required decisions in the testing and evaluation processes. The individual must be an employee of the City. (Code 1696 § 1)
5. "Illegal/Unauthorized Drug" Any drug which is not legally obtainable under both state and federal laws, any drug which is legally obtainable but has been illegally obtained, and/or is not being used for its prescribed purpose or in the prescribed manner.
6. "Legal Drug" Except for Medical Marijuana, any prescribed drug or over the counter drug which has been legally obtained and is used for the purpose for which it was prescribed or manufactured.

7. "Medical Marijuana" means marijuana used as authorized by the North Dakota Department of Health and the distribution, possession and use of the marijuana are in compliance with all laws and regulations authorized by North Dakota law.
8. "Medical Review Officer" or "MRO." A licensed physician responsible for receiving and reviewing laboratory results generated by this policy, who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate positive test results together with an employee's history and any other relevant biomedical information.
9. "Monitored Collection." The monitor should be the same gender, unless the monitor is a medical professional (nurse, doctor, physician assistant, technologist, or technician, licensed or certified to practice in the jurisdiction). Secure the room being used for the monitored collection so no one else can enter until after the collection has been completed. A monitor does not watch the employee urinate into the collection container. If the monitor hears sounds or makes other observations indicating an attempt to tamper with a specimen, there must be an additional collection under "direct observation."
10. "Off Duty". Periods during which an employee is completely relieved from duty and which are long enough to enable him to use the time effectively for his own purposes are not hours worked. He is not completely relieved from duty and cannot use the time effectively for his own purposes unless he is definitely told in advance that he may leave the job and that he will not have to commence work until a definitely specified hour has arrived. Whether the time is long enough to enable him to use the time effectively for his own purposes depends upon all of the facts and circumstances of the case.

~~9.~~11. "Possession." Actual or constructive care, custody, control or immediate access to.

~~10.~~12. "Reasonable Suspicion." When a supervisor has reason to believe the appearance and/or conduct of an employee are indicative of the use of alcohol, drug(s) (including Medical Marijuana), or a combination thereof.

13. "Refusal To Test." (1) failure to appear for a test in specified time frame as set forth in the Federal Motor Carriers Safety Administration or City's guidelines or any third party guidelines (excludes pre-employment) (2) once test is underway, failure to remain at the testing site until the process is completed, (3) failure to provide volume of breath or urine without valid medical explanation, (4) failure to undergo a medical examination to verify insufficient volume, (5) failure to permit the observation or monitoring of specimen donation when so required, (6) failure to take an additional test required by the employer or collector, (7) failure to cooperate with any part of the testing process, (8) a drug test result that is verified by the MRO as adulterated or substituted, (9) possess or wear a prosthetic or other device that could be used to interfere with the collection process, (10) failure to sign the certification on Step 2 of the Alcohol Test Form (11) admit to the collector or MRO that you adulterated or substituted the specimen (12) tampering, adulterating, or substituting specimen (13) leaving the scene of an accident without just cause prior to submitting to a test.

~~11.~~14. "Safety-sensitive." An employee who is required to hold a commercial driver license (CDL) or commercial learners permit (CLP) to operate a commercial vehicle is considered to perform safety-sensitive functions.

~~12.~~15. "Substance Abuse Professional" or "SAP." Evaluates employees who have violated a drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up care and aftercare. Must be a licensed physician (M.D. or D.O.) or a licensed or certified psychologist, social worker, employee assistance professional,

state-licensed or certified marriage and family therapist, or a drug and alcohol counselor certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission (NAADAC) or certified by: the International Certification Reciprocity Consortium/Alcohol and Other Drug Abuse (ICRC); or by the National Board for Certified Counselors, Inc. and Affiliates/Master Addictions Counselor (NBCC) with knowledge of and clinical experience in the diagnosis and treatment of alcohol/substance abuse related disorders. Requires completion of qualification training and SAP certification per 49 CFR Part 40

23.1 Drug and Alcohol Abuse Policies

The following are the policies of the City regarding drug and alcohol abuse:

1. The unlawful manufacture, distribution, dispensing, possession or use of controlled drugs or substances, including medical marijuana, or the use of alcohol while on duty, on or off property owned or leased by the City is proper cause for disciplinary action.
2. Any illegal controlled drug or substance, including medical marijuana, possessed while on duty by employees will be turned over to the appropriate criminal justice agencies and may result in criminal prosecution. This does not apply to public safety officers who are in possession of an illegal or controlled drug or substance while acting in the line of duty.
3. It is not permitted for an employee to be under the influence of controlled drugs or substances including medical marijuana or alcohol on the job, except as provided for in this Section 29.08.04130. The use of controlled drugs or substances prescribed by a licensed physician is not prohibited, but employees in positions where side effects of the prescribed medication could affect performance and safety on the job are required to make such use known to their immediate supervisor. Any employee misusing a prescription drug may be disciplined as provided for in Section 23.4.~~up to and including termination.~~
4. The illegal use, sale, and possession of alcohol, controlled drugs or substances while off duty and off City premises which results in a criminal conviction is unacceptable. ~~They~~ This may affect the job performance and the confidence of the public in the City's ability to meet its responsibilities. Such off-the-job conduct may be proper cause for disciplinary action as provided for in Section 23.4~~up to and including termination~~.

23.2 Employee Responsibilities

23.2.1 Reporting Off When Alcohol/Drug Impaired

An employee must not report to work while his/her ability to perform his/her job duties is impaired due to on or off duty alcohol or prescription drug use. Employees called in for emergency duty to work outside their work schedule who are impaired by off-duty alcohol or prescription drug use shall be required to decline the offer of work.

23.2.2 Possession of Controlled Substance

An employee must not possess or use alcohol or controlled substance without a prescription or if a doctor determines the prescription medication may endanger the employee during working hours or while subject to duty. This includes medical marijuana.

23.2.3 Reporting Controlled Substance Use

An employee required to operate vehicles or equipment while on the job is required to notify his/her immediate supervisor, before beginning work, when taking any legal medication or controlled substance, prescription or non-prescription, which may interfere with the safe and effective performance of duties or operation of City equipment.

23.2.4 Reporting Alcohol/Controlled Substance Related Charges and Convictions

An employee, required to operate a motor vehicle as part of his/her job must notify their immediate supervisor of any controlled substance or alcohol related charge which has resulted in the employee losing their driving privileges prior to beginning the next regularly scheduled shift or call-out. An employee must notify their immediate supervisor of any controlled substance or alcohol related criminal statute conviction no later than five (5) days after such conviction. Any violations of the above stated may result in immediate disciplinary action. (Code 1637 § 1; Code 1696 § 1)

23.3 Management Responsibilities and Guidelines

23.3.1 Searches

Any municipally owned property provided to or utilized by an employee during the course of employment with the City is subject to unannounced and unrestricted search to include items contained in and on the same property. These items include but are not limited to: City owned vehicles, offices, desks, lockers and their related contents. Searches of persons and their personal possessions held on or about their person are prohibited. (Code 1637 § 1; Code 1696 § 1)

23.3.2 Notification of Law Enforcement

Supervisors shall notify the police department when they have reasonable suspicion to believe that an employee may have illegal drugs in his or her possession or in an area jointly or fully controlled by the City.

23.3.3 City's Responsibility, Employee Rights

Nothing in this Section shall be interpreted as constituting any waiver of or limitation on the City's responsibility to maintain discipline, or the right to invoke disciplinary measures, nor the employee's right to due process and the processing of appeals concerning such disciplinary measures in accordance with the appeal procedure set forth in Section 29.08.04120. (Code 1637 § 1; Code 1696 § 1;)

23.3.4 After Hours Drug & Alcohol Testing

This policy has been implemented for the handling of after-hours or reasonable suspicion incidents necessitating drug and alcohol testing. Designated certified City Staff members ~~are now entrusted with conducting~~shall conduct such tests. A centralized telephone number has been established for reporting after-hours incidents, and ~~it is imperative that~~ all supervisors shall input this number into City-owned or leased personal mobile devices.

For the purpose of this policy, "after hours" is defined as any time after 4 pm on

weekdays, any holiday, or weekends. This policy alteration aims to ensure compliance with legal and regulatory standards governing workplace safety and substance testing procedures.

23.3.5 Supervisor Training on Drug & Alcohol Abuse

All supervisors are required to undergo one hour of training annually in both drug and alcohol awareness~~,~~ as well as reasonable suspicion. The drug and alcohol awareness training will equip supervisors with the necessary knowledge to identify signs of substance abuse. Additionally, the reasonable suspicion training will focus on providing supervisors with the skills to recognize the indicators of drug and alcohol impairment in employees.

These training sessions aim to enhance the supervisors' ability to employ reasonable suspicion as a basis for drug and alcohol testing of DOT Safety Sensitive Employees as well as Non-DOT Non-Safety Sensitive Employees. The identification of impairment signs will be in accordance with the criteria outlined in the following sections. This proactive approach is crucial for maintaining a safe and compliant work environment.

Supervisors are expected to fully participate in and complete these training sessions as part of their ongoing commitment to ensuring workplace safety and compliance.

23.4 Forms of Discipline

~~Whenever disciplinary action is used in accordance with this Section, it may include but not be limited to any or all of the following: written reprimand, suspension, demotion or discharge as set forth in Section 29.08.04110.21.3 and/or referral to SAP or EAP as described in Section 29.08.04080.18.10.~~ Should an employee have one offense in a five year period, the employee shall complete a drug and/or alcohol evaluation and shall comply with the recommendations of the SAP. The employee shall pay for all costs associated with the evaluation and treatment as recommended. The employee shall only be permitted to return to duty after meeting SAP requirements for rehabilitation and testing negative on the Return-To-Duty test. The employee will then be required to submit to follow up drug and alcohol testing. A second offense within a five-year period will result in termination. ~~-~~(Code 1637 § 1; Code 1696 § 1)

23.5 ~~Copies of~~ Access to This Section to be Given to All Employees

Each employee will be given access to a copy of the City's policy on Drug and Alcohol Substance Abuse. (Code 1958 § 9-28; Ord. No. 454 § 2; Ord. No. 1090 § 2; Ord. No. 1163 § 5; Ord. No. 1347 §1 Code 1637 § 1; Code 1696 § 1)

23.6 FMCSA Regulated Employees Drug & Alcohol Policy

23.6.1 Testing for Drugs or Alcohol

This section discusses the Alcohol/Controlled Substance Testing Program for Employees with Commercial Driver's Licenses (CDL) or Commercial Learners Permit (CLP) in Safety Sensitive Positions. In an effort to prevent injuries and deaths due to drug or alcohol-impaired drivers operating commercial vehicles, the United State Congress enacted the Omnibus Transportation Employee Testing Act of 1991 (the Act). This federal law mandates drug and alcohol testing for certain classes of transportation employees. Department of Transportation (DOT) defines the following as safety sensitive positions:

- A city employee who operates a vehicle that is designed to transport 15 passengers or more;
- A city employee who operates a vehicle that weighs 26,001 pounds or more singular or articulated (tractor trailer) and the trailer weight is in excess of 10,000 pounds or more; or
- A city employee who operates a vehicle of any size requiring placards for transporting hazardous materials (hazmat).

Any employee of the city of Dickinson, who, as a requirement of the job, operates a vehicle classified as commercial and has a commercial driver's license or commercial learner's permit, is considered to be in a "safety-sensitive position" and is subject to the Department of Transportation 49 CFR part 40 of the Federal Motor Carrier Safety Administration (FMCSA) regulations. These employees must also be registered with the FMCSA Clearinghouse so that the City can comply with the annual requirement regulations stated in 49 CFR 382.701. Provisions for disciplinary actions are based on the independent authority of the City.

This portion of the Human Resources Manual covers only employees subject to ~~the~~ these regulations and describes the City's implementation of these regulations. Employees in the safety sensitive positions are subject to the controlled substance requirements of ~~the~~ these regulations and to this policy at all times when on duty, regardless of the task they are performing.

23.6.1.1 Alcohol Prohibition Employees must:

- Test when required.
- Not use alcohol, in any form, on the job (including mouthwash or cough syrup containing alcohol).
- Not have even one drink fewer than four hours before work duties begin.
- Not work under the influence of alcohol
- Not remain on duty with a confirmed breath-and/or saliva alcohol concentration of 0.02 or greater.
- Not use alcohol within eight hours after an accident or until undergoing a post-accident alcohol test.

The regulations require that covered employees be available to be tested for alcohol while on duty, just prior to, just after, or while performing a safety-sensitive function. Employees who refuse to be tested or to cooperate in testing, or who attempt to alter test results, will result in the employee being terminated.~~are subject to disciplinary procedures, which may include termination.~~

23.6.1.2 Controlled-Substance Prohibition Employees must:

- Test when required.
- Not use illegal controlled substances.
- Not use prescription drugs containing controlled substances contrary to a physician's instructions.
- Notify their supervisor if using a prescription containing a controlled substance.

Safety-sensitive employees must, upon request, provide documentation

demonstrating that the use of a prescription drug does not adversely affect their ability to operate a commercial motor vehicle, as outlined in the regulations. No employee shall report for duty or remain on duty requiring the performance of safety-sensitive functions when using any controlled substance, except when the use is pursuant to the instructions of a licensed medical practitioner. The medical practitioner must advise the employee that the substance will not adversely affect their ability to safely operate a motor vehicle.

~~The safety sensitive employee must, upon request also provide documentation that use of the drug does not adversely affect the safety sensitive employee's ability to operate a commercial motor vehicle as described in the regulations.~~

Employees who refuse to be tested or to cooperate in testing, or who attempt to alter test results, will result in the employee being terminated. ~~are subject to immediate removal from safety sensitive function and are subject to disciplinary procedures which may include termination.~~.

~~No employee shall report for duty or remain on duty requiring the performance of safety sensitive functions when the employee uses any controlled substance, except when the use is pursuant to the instructions of a licensed medical practitioner, who has advised the employee that the substance will not adversely affect the employee's ability to safely operate a motor vehicle.~~

23.6.1.3 Alcohol and Controlled-Substance Tests

All applicants and employees who undergo City mandated tests will be notified if the test result is positive by the ~~testing contractor~~ MRO before the City's designated employer representative is notified.

The City or a contractor of the City performing the tests will follow specific procedures if an alcohol-test result is 0.02 or greater. The procedures are required by federal guidelines and are intended to make sure that the test result is 0.02 or greater.

Tests required by the City, except for pre-employment tests and return-to duty tests, are considered a duty assignment. Time for travel and time spent in providing the specimen at the collection site will be with pay.

Any action which indicates a refusal to test will result in the employee being terminated. (Code 1696 § 1)

23.6.1.4 Definition of Positive Alcohol or Controlled-Substance Test

Alcohol concentration is defined by the Federal Department of Transportation Regulations. Alcohol tests will be considered positive if the breath and/or saliva test indicates an alcohol presence of 0.04 or greater. If the test results are positive, the employee and supervisor will be notified before the employee leaves the test site.

If an alcohol test indicates an alcohol concentration of at least 0.02, but less than 0.04, the test is considered negative, but the safety sensitive employee will be

taken out of service for 24 hours. A controlled substance drug test will be considered positive if a controlled substance for which no legitimate explanation is determined by the Medical Review Officer (MRO) is found in the test specimen. (Code 1696 § 1)

23.6.1.5 Testing Responsibilities in Alcohol and Controlled-Substance Testing

If the initial alcohol test results are 0.02 or greater, the City or a contractor of the City performing the tests will wait 15 minutes and then issue a confirmation test. During the 15-minute waiting period before the confirmation test, the employee will be given a set of instructions (for example, no eating or drinking) that must be followed. If the employee does not follow these instructions, it may be considered an attempt to alter the test results. The confirmation test result is used for disciplinary purposes. ~~Controlled-substance tests must use proper laboratory procedures.~~

Controlled-substance tests must use proper laboratory procedures. If a controlled substance test is confirmed positive, it will be reviewed by the physician serving as the testing vendor's MRO. The MRO will follow specific procedures required by the federal guidelines. These procedures are intended to make sure that the test result is a true positive. The MRO will call the employee who has tested positive, discuss what might have caused the test result to be positive before calling the City's designated employer representative, and make sure of the result before notifying the City. If the test remains positive, the employee may request, at ~~his/her~~their expense, that a second independent analysis be performed on the untested portion of the sample. This is considered a split test. (Code 1696 § 1)

23.6.2 Types of Required Drug Testing

23.6.2.1 Pre-Employment Tests

New employees will be hired for safety-sensitive positions on the condition of a negative controlled substances and breath alcohol test (administered after being chosen but before being hired) and after obtaining a ~~controlled substances and alcohol testing~~ limited ~~record~~ pre-employment query from ~~previous employers and~~ the FMCSA Clearinghouse that shows the employee has no outstanding violations of the drug and alcohol regulations. ~~been in a random drug and alcohol program for the past 12 months and/or has been selected over the last six months in the time period between the end of their work performance at the previous job and application for the city's position has not exceeded 30 days and they do not have any known violations on the FMCSA Clearinghouse.~~ (Code 1696 § 1)

No employee shall operate a City owned CMV without a laboratory confirmed negative DOT drug test result. This is for all new hires coming on who already have a CDL and those current employees who acquire a commercial learner permit or CDL as required by their job description. Other requirements to drive a City owned CMV also exist, but are not part of the drug and alcohol policy. Please see Risk Management for these additional requirements.

See **Section 23.6.7 City Requirements to Inquire with Previous Employers** for more information on the pre-employment hiring process.

23.6.2.2 Random Testing

A minimum number of random alcohol tests, equal to 10 percent of the average number of City safety sensitive employees covered under the regulations will be conducted each year. The City or a contractor of the City performing the tests will select safety sensitive employees using a computerized random-selection program or other random selection method approved by the City. Safety sensitive employees selected will be tested prior to going on duty, while performing safety sensitive functions or just after.

A minimum number of random controlled-substance tests equal to 50 percent of the average number of safety sensitive employees, will be performed each year. Tests may be performed at any time the safety sensitive employee is on or off duty, regardless of the duties being performed at the time of testing. Safety sensitive employees may potentially be tested at any time, even if there is a recent previous test. Once a safety sensitive employee is notified of the testing, ~~he or she~~the employee must be escorted immediately to the testing site.
(Code 1696 § 1)

23.6.2.3 Reasonable Suspicion Tests

A safety sensitive employee must undergo alcohol and controlled substance testing when any supervisor who has received the mandatory reasonable suspicion training has reason to believe that the safety sensitive employee has used alcohol or controlled substances in violation of the regulations. An alcohol and/or drug test may be administered just prior, just after, or while the safety sensitive employee is performing a safety-sensitive function.

All supervisors will be given adequate training to make judgments about a reasonable suspicion of controlled substance and alcohol use. The supervisor's judgment must be based on specific observations relating to appearance, behavior, speech, or body odors, including indications of the chronic and withdrawal effects of alcohol and/or controlled substances. The supervisor must document the observations fully notifying the employee that testing is required. Supervisors will be trained regarding physical, behavioral, speech, and performance indicators of probable alcohol misuse and use of controlled substances.

All employees, including non-supervisory employees, may call their Supervisor, Department Head, Human Resources, the Risk Management Specialist or the City Administrator to ask any questions about the program, or to state their suspicions about another employee, including a supervisor. The employee who calls must give his/her name, but the names will be kept confidential to the extent possible under the open records law of North Dakota.
(Code 1696 § 1)

After-hours reasonable suspicion drug and alcohol screening will be conducted by certified City staff at City Hall. For all after hours testing needs for

reasonable suspicion, supervisors should call the After-Hours Incident phone number to have the testing completed. ~~The number is (701) 456-7867.~~

23.6.2.4 Post Accident Testing

Drivers~~/operators~~ are responsible for notifying the City of any commercial motor vehicle ~~or equipment~~ accident while on duty or while driving a City vehicle on off hours. ~~In an accident resulting in a death, the City driver(s)/operator(s) involved must undergo post accident testing. In an accident which does not result in a death, but in which the City driver is cited for a moving traffic violation; or resulted in vehicles involved in the accident being towed from the scene or injuries as a result of the accident being treated away from the scene, the driver must undergo post accident drug and alcohol testing. In the event of a reportable accident as identified under North Dakota law occurs resulting liability of at least $4,000, the driver/operator shall be tested~~ As soon as practical following an accident involving a CMV, each surviving employee shall be subject for alcohol and controlled testing when either: (1) the accident involved a fatality; or (2) the employee receives a citation within eight (8) hours of the occurrence under State or local law for a moving violation arising from the accident AND the accident involved: (i) injury requiring medical treatment away from the scene by anyone involved with the accident or (ii) one or more vehicles having to be towed from the scene due to disabling damage.

Employees must be tested for controlled substances within 32 hours after all accidents. ~~resulting in a death or where the driver is cited for a moving violation if the accident resulted in injuries needing to be treated away from the scene or vehicles involved in the accident are required to be towed from the scene.~~ If the controlled-substance test is not administered within 32 hours, no test will be given, and the Risk ~~manager~~ Manager must file and maintain records stating the reason for the delay and the lack of testing.

Employees must be tested for alcohol within two hours of the accident. If the alcohol test is not administered within two hours, the Risk ~~manager~~ <Manager must file and maintain records stating why. Once documented, the City has six additional hours to perform the test. If an alcohol test is not administered within eight hours of the accident, no test will be given, and the Risk ~~manager~~ Manager must file and maintain records stating the reason for the delay and lack of testing.

Employees must remain at work~~,~~ but must not perform safety-sensitive or job functions that could endanger themselves or others, until the post-accident alcohol test is administered or eight hours since the accident have lapsed, or an unimpaired adult agrees to pick the employee up from work and transport that employee home.
(Code 1696 § 1)

After-hours post-accident drug and alcohol screening will be conducted by certified City staff at City Hall. All after hours testing needs for post-accident that do not require immediate medical attention, supervisors should call the After-Hours Incident phone number to have the testing completed. ~~The number is (701) 456-7867.~~

In the case of the employee being incapacitated due to injury so that a urine drug screen and breath alcohol test cannot be administered, a blood drawn drug and alcohol screen will be completed once admitted to the medical facility. Results of this screening will be released to the City for documentation and disciplinary purposes.

23.6.2.5 Return-To-Duty Tests

If any test result is positive and the course of treatment recommended by a substance abuse professional (SAP) with the City EAP (or one chosen by the employee from the FMCSA list or one the employee researched who has working knowledge of the FMCSA return-to-duty regulations) has been completed, the safety sensitive employee must submit to return-to-duty alcohol and controlled substance tests prior to resuming duties. The return-to-duty alcohol test must indicate a breath-alcohol concentration of less than 0.02. Controlled-substance test results must be negative, and will be administered under "direct observation" as defined in the FMCSA.

The employee will be required to pay for the return-to-duty testing and will not be paid for time or travel expenses for completing this testing.
(Code 1696 § 1)

23.6.2.6 Follow-up Tests

Unannounced follow-up tests are required for at a minimum of six tests in the first twelve months period or for as high long as 60 months for any safety sensitive employee who, after a positive test result, is determined by a SAP to need help with alcohol or controlled-substance abuse. These tests will be administered under "direct observation" as defined in the FMCSA. The employee shall be responsible for all costs associated with the SAP. The City shall pay for the SAP and follow up test(s).

23.6.3 Test Results-Required Action

ALCOHOL TEST		
Results (Blood Breath Alcohol Concentration)	**Employee Status**	**Required Action**
>0.00	applicant	Not hired
0.02-0.039	any sSafety sensitive employee	Taken out of service for 24 hours without pay
0.04+	any sSafety sensitive empoloyee	Remove from safety sensitive duty and notify employee of EAP program and employee is subject to discipline up to termination

CONTROLLED SUBSTANCE TEST		
Results	**Employee Status**	**Required Action**
Positive	Applicant	Not hired
Positive	Safety sensitive	Taken off duty; may be referred to EAP

	Employee	for evaluation and treatment; subject to City discipline, up to and including termination

OTHER PROHIBITED CONDUCT		
Prohibited Conduct	**Employee Status**	**Required Action**
Refusing to be tested	Applicant	Not hired
Refusing to be tested	Safety sensitive employee	Terminated
Possessing or consuming alcohol on the job	Safety sensitive employee	Taken off duty; may be referred to EAP for treatment; Subject to City disciplinary action up to and including termination of employment
Abusing cough syrup, mouthwash, or any other substance containing alcohol while on the job	Safety sensitive employee	Taken off duty; may be referred to EAP for treatment; Subject to City disciplinary action up to and including termination of employment
Possessing or using a controlled substance without a doctor's permission	Safety sensitive employee	Termination
Performing a safety-sensitive function while using a prescription containing a controlled substance when a physician has instructed the employee that the substance may adversely affect the employee's ability to safely operate a motor vehicle	Safety sensitive employee ~~Any Employee~~	Taken off duty; may be referred to EAP for treatment; Subject to City disciplinary action up to and including termination of employment

(Code 1696 § 1)

23.6.4 Controlled Substances to be Tested

The following drug groups were selected based on the ability of each drug to adversely affect physical/mental performance. All are controlled substances under state and federal law.

- Alcohol
- Amphetamines
- Cocaine Metabolites
- Opioids
- Marijuana Metabolites
- Phencyclidine PCP

(Code 1696 § 1)

23.6.5 Out-of-Service Request

All safety sensitive employees subject to call for emergency duties, who are not actually listed on-call, who have had one or more drink(s) in the four hours prior to an emergency call-out, or suspects that ~~he/she~~they may have a breath-alcohol concentration of 0.02 or above, must take ~~him/herself~~ themselves out of service. No disciplinary

measures will be taken when the safety sensitive employee, who is not listed as on-call, requests to take ~~him/herself~~ them self out of service for an emergency call-out.

23.6.6 Required Records and Records Retention

The City, or a contractor of the City performing the tests under this section, will maintain necessary records as required by federal DOT regulations and the reporting regulations to the FMCSA Clearinghouse, either at City Hall, the primary contractor's place of business or on the Clearinghouse website for each driver. In all cases, information must be available at the City within 24 hours if requested by officials of the U.S. Department of Transportation responsible for the testing program.

The City, as an employer of individuals placed in safety-sensitive positions, is required to run a limited query of the FMCSA Clearinghouse for each employee at least once annually according to 49 CFR 382.701(b). The City will ask each safety-sensitive employee to sign a consent form to run a limited query of their Clearinghouse at least once annually. Employees who refuse to sign the limited query consent form must be removed from their safety-sensitive position, which could lead to disciplinary action up to and including termination.

If the limited query shows the individual is "Prohibited" due to DOT drug and alcohol infractions ~~are~~ being present in the individual's Clearinghouse account, the City (as the employer) is required to electronically submit a request to the individual's Clearinghouse account to access the detailed information report within 24 hours of the limited query being accessed. The employee must approve the request by the City's representative to run a full query check for the details of the infraction(s). If the employee refuses access or has not consented to allow the full query to be accessed within the 24-hour time line, the employee must be removed from and not allowed to perform job duties for a safety-sensitive position. If the employee refuses access to the full query detailed information, they will be subject to disciplinary action up to and including termination. (Code 1696 § 1)

23.6.7 City Requirements to Inquire with Previous Employers

~~The City must inquire with previous employers before hiring someone to fill a safety-sensitive position. Prior to being hired by the City, applicants must sign a release of information allowing the City to inquire with previous employers about the applicant's controlled substance and alcohol testing history during the previous three years.~~ The applicant must ~~also~~ be registered with the FMCSA Clearinghouse and approve the electronic ~~permission~~ consent request submitted by a City representative to run a ~~full~~ limited pre-employment query of their background through the Clearinghouse as required by 49 CFR 382.701(a)(1) & (2). A pre-employment Clearinghouse query satisfies the requirement to investigate a prospective driver's previous drug and alcohol program violations, as set forth in 49 CFR 391.23(e) (4) and 382.413(b).

If a prospective employee is listed as "prohibited" with the Clearinghouse, the City has the right to request permission (in writing) from the prospective employee to run a full background query to obtain specific information about their violations which prohibit them from driving a commercial motor vehicle.

If the prospective employee has a CDL/CLP but was not required by their previous employer to register with the Clearinghouse, the City must inquire with previous employers before hiring someone to fill a safety-sensitive position. Prior to being hired by the City, applicants must sign a release of information allowing the City to inquire with previous employers about the applicant's controlled substance and alcohol testing history during the previous three years.

Information that may be requested includes:

- Previous test dates.
- Positive test results.
- Refusals to test.
- Evaluation and rehabilitation results. (Code 1696 § 1)

23.6.8 Release of Information to Prospective Employers

All testing information about individual employees is confidential and is not in the public domain. Such information may not be released except as required by law or expressly authorized by 49 CFR 382.405.

If requested in writing and proper release of information is provided, the City will disclose the following information to any potential future ~~employees~~employers:

- Alcohol tests with a result of 0.04 or higher alcohol concentration;
- Verified positive drug tests;
- Refusals to be tested (including verified adulterated or substituted drug test results);
- Other violation of DOT agency drug and alcohol testing regulations; Documentation of the employee's successful completion of DOT return-to-duty requirements (including follow-up tests).

23.7 Non-DOT Non-Safety Sensitive Employees Drug & Alcohol Policy

23.7.1 Testing for Drugs and Alcohol

This section discusses the Alcohol/Controlled Substance Testing Program for Non-DOT Non-Safety Sensitive Employees. Because Non-DOT Non-Safety Sensitive Employees have a greater right to privacy than FMCSA Regulated Safety Sensitive Employees they are not subject to random drug screens and will not be placed in a random selection employee pool. These employees however are subject to certain testing requirements if specific criteria are met.

All information from an employee's controlled substance and/or alcohol test is confidential, and only the City's DER will be informed of the test results. Positive test results shall only be shared with City management so that appropriate disciplinary actions may be imposed. Disclosure of test results to any other person, agency, or organization outside of the City is prohibited unless written authorization is obtained from the employee. (Code 1696 § 1)

23.7.1.1 Employees must:

- Test when required after specific criteria has been met

- Not use illegal controlled substances and/or alcohol, in any form, on the job
- Not work under the influence of alcohol
- Not remain on duty with a confirmed breath alcohol concentration of 0.02 or greater.
- Not use alcohol within eight hours after an accident or until undergoing a post-accident alcohol test.
- Not use prescription drugs containing controlled substances contrary to a physician's instructions.
- Notify their supervisor if using a prescription containing a controlled substance that could alter their ability to work safely or hinder their ability to interact with the general public

The employee must, upon request, provide documentation demonstrating that the use of a drug will not adversely affect their ability to work safely or hinder their ability to interact with the general public. No employee shall report for duty or remain on duty when using any controlled substance, except when the use is pursuant to the instructions of ~~a~~ the same licensed medical practitioner. The ~~-~~medical practitioner must advise the employee that the substance will not adversely affect their ability to work safely or hinder their ability to interact with the general public.

Employees who refuse to be tested or to cooperate in testing, or who attempt to alter test results, ~~are subject to immediate removal from their job functions and are subject to disciplinary procedures which may include termination.~~shall be terminated.

23.7.1.2 Alcohol and Controlled-Substance Tests

All applicants and employees who undergo City mandated tests will be notified if the test result is positive by the testing contractor before the City's designated employer representative is notified.

The City staff or a contractor of the City performing the tests will follow specific procedures if an alcohol-test result is 0.02 or greater. The procedures are required to maintain conformity in testing and are intended to make sure that the test result is 0.02 or greater.

Tests required by the City, except for pre-employment tests and return-to duty tests, are considered a duty assignment. Time for travel and time spent in providing the specimen at the collection site will be with pay.

Any action which indicates a refusal to test will result in the employee being terminated. (Code 1696 § 1)

23.7.1.3 Definition of Positive Alcohol or Controlled-Substance Test

Alcohol tests will be considered positive if the breath and/or saliva test indicates an alcohol presence of 0.04 or greater. If the test results are positive, the employee and supervisor will be notified before the employee leaves the test site.

If an alcohol test indicates an alcohol concentration of at least 0.02, but less

than 0.04, the test is considered negative, but the employee will be taken out of service for 24 hours. A controlled substance drug test will be considered positive if a controlled substance for which no legitimate explanation is determined by the Medical Review Officer (MRO) is found in the test specimen. (Code 1696 § 1)

23.7.1.4 Testing Responsibilities in Alcohol and Controlled-Substance Testing

If the initial alcohol test results are 0.02 or greater, the City staff or a contractor of the City performing the tests will wait 15 minutes and then issue a confirmation test. During the 15-minute waiting period before the confirmation test, the employee will be given a set of instructions (for example, no eating or drinking) that must be followed. If the employee does not follow these instructions, it may be considered an attempt to alter the test results. The confirmation test result is used for disciplinary purposes.

Controlled-substance testing will initially use quick screen cups and if the quick screen sample shows the presence of a controlled substance, the sample will be sent to the contracted laboratory for confirmation of the positive test result. The individual will be removed from duty until the laboratory results are finalized. If a drug screen test is confirmed positive, it will be reviewed by the physician serving as the testing vendor's MRO. The MRO will follow specific procedures required to maintain conformity in the testing process. These procedures are intended to make sure that the test result is a true positive. The MRO will call the employee who has tested positive, discuss what might have caused the test result to be positive to ensure it is a true positive result before contacting the City's designated employer representative. (Code 1696 § 1)

23.7.2 Types of Required Drug Testing

23.7.2.1 Pre-Employment Drug Testing

All prospective applicants are required to pass a pre-employment drug and alcohol test as a condition of employment. (Code 1696 § 1)

23.7.2.2 Reasonable Suspicion Testing

Any employee may be asked to submit to breath alcohol and urine testing by City Staff or the City's drug and alcohol contractor at the City's expense.
~~The City may request that the employee undergo drug and alcohol testing~~ if there is a "reasonable suspicion" that the employee is under the influence of drugs or alcohol during work hours. "Reasonable suspicion" means an articulated belief based on specific facts and reasonable inferences drawn from those facts that an employee is under the influence of controlled substances and/or alcohol. ~~Supervisors who have received reasonable suspicion training acknowledge that because non-DOT safety sensitive employees have a greater right to privacy than DOT safety sensitive employees,~~ The supervisor must observe significant indicators prior to ordering testing. Circumstances which constitute a basis for determining reasonable suspicion may include, but are not limited to:

- A pattern of abnormal or erratic behavior which is so unusual that it warrants summoning another employee, a supervisor, a police

officer or other individual for assistance.

- Information provided by a reliable and credible source with personal knowledge.
- Direct observation of drug or alcohol use.
- Presence of the physical symptoms of drug or alcohol use; (i.e. glossy or blood-shot eyes, alcohol odor on breath, slurred speech, poor coordination and/or reflexes). (Code 1637 § 1; Code 1696 § 1)

The supervisor who has received reasonable suspicion training is required to document in writing, the specific facts, symptoms, or observations which led to the reasonable suspicion. Risk Management shall place this documentation in the employee's medical personnel file only if confirmed by a positive controlled substance and/or alcohol test.

After-hours reasonable suspicion drug and alcohol screening will be conducted by certified City staff at City Hall. For all after hours testing needs for reasonable suspicion, supervisors should call the After-Hours Incident phone number to have the testing completed. ~~The number is (701) 456-7867.~~

Any action which indicates a refusal to test will result in the employee being terminated. A positive result from the controlled substance and/or alcohol test confirming the reasonable suspicion will result in disciplinary action ~~up to termination.~~ as set forth in Section 23.4.

23.7.2.3 ~~Vehicle Accidents~~ Post Accident Testing

~~Drivers/operators are responsible for notifying the City of any vehicle or equipment accident while on duty or while driving a City vehicle on off hours. In an accident resulting in a death, the City driver(s)/operator(s) involved must undergo post-accident testing. In an accident which does not result in a death, but in which the City driver is cited for a moving traffic violation or resulted in vehicles involved in the accident being towed from the scene or injuries as a result of the accident being treated away from the scene, the driver must undergo post-accident drug and alcohol testing. In the event of a reportable accident as identified under North Dakota law occurs resulting liability of at least $4,000, the driver/operator shall be tested.~~ As soon as practical following an accident involving a City owned vehicle and/or equipment, each surviving employee shall be subject for alcohol and controlled testing when either: (1) the accident involved a fatality; or (2) the employee receives a citation within eight (8) hours of the occurrence under State or local law for a moving violation arising from the accident AND the accident involved: (i) injury requiring medical treatment away from the scene by anyone involved with the accident or (ii) one or more vehicles having to be towed from the scene due to disabling damage.

Employees must be tested for controlled substances within 32 hours after all accidents. ~~resulting in a death or where the driver is cited for a moving violation if the accident resulted in injuries needing to be treated away from the scene or vehicles involved in the accident are required to be towed from the scene.~~ If the controlled-substance test is not administered within 32 hours, no test will be given,

and the manager must file and maintain records stating the reason for the delay and the lack of testing.

Employees must be tested for alcohol within two hours of the accident. If the alcohol test is not administered within two hours, the Risk Ma~~m~~anager must file and maintain records stating why. Once documented, the City has six additional hours to perform the test. If an alcohol test is not administered within eight hours of the accident, no test will be given, and the Risk M~~m~~anager must file and maintain records stating the reason for the delay and lack of testing. Employees must remain at work, but must not perform job functions that could endanger themselves or others, until the post-accident alcohol test is administered or eight hours since the accident has lapsed, or an unimpaired adult agrees to pick the employee up from work and transport that employee home. (Code 1696 § 1)

Should the accident occur outside the geographical limits of the City making testing by the City or its contractor(s) impracticable, the City shall rely on the report and results of the investigating law enforcement agency conducting the investigation in the jurisdiction where the accident occurred.

After-hours post-accident drug and alcohol screening will be conducted by certified City staff at City Hall. All after hours testing needs for post-accident that do not require immediate medical attention, supervisors should call the After-Hours Incident phone number to have the testing completed. ~~The number is (701) 456-7867.~~

Any action which indicates a refusal to test will result in the employee being terminated. A positive result from the controlled substance and/or alcohol test confirming impairment will result in disciplinary action ~~up to termination~~as set forth in Section 23.4.. Risk Management shall place this documentation in the employee's medical personnel file only if confirmed by a positive controlled substance and/or alcohol test

23.7.2.4 Return to Duty Testing and Follow Up Tests

If any test result is positive and the course of treatment recommended by a substance abuse professional (SAP) with the City EAP (or one chosen by the employee) has been completed, the employee must submit to return-to-duty alcohol and controlled substance tests prior to resuming duties. The return-to-duty alcohol test must indicate a breath alcohol concentration of less than 0.02. Controlled-substance test results must be negative, and will be administered under direct observation.~~"direct observation" as described in the definitions section at the beginning of this policy.~~

~~The employee will be required to pay for the return-to-duty test.~~

Unannounced follow-up tests are required ~~for~~ at a minimum of six tests in the first twelve month~~s~~ period ~~or~~ for as ~~high~~ long as 60 months for any employee who, after a positive test result, is determined by a SAP to need help with alcohol or controlled-substance abuse. The employee shall be responsible for all costs associated with the SAP. The City shall pay for the follow up test(s). ~~The City shall pay for the SAP and follow up test(s).~~

(Code 1696 § 1)

23.7.3 Test Results-Required Action

ALCOHOL TEST		
Results (~~Blood~~ Breath Alcohol Concentration)	**Employee Status**	**Required Action**
>0.00	~~applicant~~Applicant	Not hired
0.02-0.039	Any non-safety sensitive	Taken out of service for 24 hours without pay
0.04+	Any non-safety sensitive	Remove from ~~safety sensitive~~ duty and notify employee of EAP program and employee is subject to discipline up to termination

CONTROLLED SUBSTANCE TEST		
Results	**Employee Status**	**Required Action**
Positive	Applicant	Not hired
Positive	Non-Safety sensitive	Taken off duty; may be referred to EAP for evaluation and treatment; subject to City discipline, up to and including termination

OTHER PROHIBITED CONDUCT		
Prohibited Conduct	**Employee Status**	**Required Action**
Refusing to be tested	Applicant	Not hired
Refusing to be tested	Non-safety sensitive employee	Terminated
Possessing or consuming alcohol on the job	Non-safety sensitive employee	Taken off duty; may be referred to EAP for treatment; Subject to City disciplinary action up to and including termination of employment
Abusing cough syrup, mouthwash, or any other substance containing alcohol while on the job	Non-safety sensitive employee	Taken off duty; may be referred to EAP for treatment; Subject to City disciplinary action up to and including termination of employment
Possessing or using a controlled substance without a doctor's permission	Non-safety sensitive employee	Termination

DRAFT

Performing a ~~safety sensitive~~ job function while using a prescription containing a controlled substance when a physician has instructed the employee that the substance may adversely affect the employee's ability to safely ~~operate a motor vehicle~~ complete their job duties	Non-safety sensitive employee~~Any Employee~~	Taken off duty; may be referred to EAP for treatment; Subject to City disciplinary action up to and including termination of employment

(Code 1696 § 1)

23.7.4 Controlled Substances to be Tested

The following drug groups were selected based on the ability of each drug to adversely affect physical/mental performance. All are controlled substances under state and federal law.

- Alcohol
- Amphetamines
- Cocaine Metabolites
- Opioids
- Marijuana Metabolites
- Phencyclidine PCP

(Code 1696 § 1)

23.7.5 Required Records and Records Retention

The City shall be responsible for maintaining the necessary records as required by federal regulations for a minimum of three years. In all cases, information must be available at the City within 24 hours if requested by written formal request.

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

Scott Decker, President
Board of City Commissioners

ATTEST

Dustin Dassinger, City Administrator

First Reading:
Second Reading:
Final Passage:

DRAFT

CITY OF Dickinson North Dakota | ADMINISTRATION

City staff recommend changing section 29.08.04060-15.22 Probationary Period and Trial Period. Currently the policy is a 90 day probationary period and we are recommending a 6 month probationary period. Many supervisors are finding that 90 days is not enough time for training and familiarizing the employee to their new position. Some trainings such as the FTO in Police aren't completed within 90 days and therefore we cannot evaluate performance adequately. The 6 month probationary period can be extended to one year and anything more than one year will require approval of the City Administrator. City Staff and Civil Service recommend approval of this change.

Thank you,
HR Director Nameniuk

Human Resources

Chapter 29 – Probationary Period

Presented by: HR Director Nameniuk

CITY OF Dickinson North Dakota

Section 29.08.04060-15.22 Probationary Period and Trial Period

- Recommend changing the probationary period from **90 days to six months**.
- The probationary period may be extended by the employee's supervisor or Department Head up to **one year.**
- Any extensions which would make the probationary period **more than one year** from the employees first day shall require the written approval of the City Administrator.
- Civil Service and City Staff recommend approval.

CITY OF Dickinson North Dakota

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 29.08.04060 – 15.22 OF CHAPTER 29 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO PROBATIONARY PERIOD FOR EMPLOYEES

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: Section 29.08.04060 – 15.22 of Chapter 29 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

15.22 Probationary Period and Trial Period

15.22.1 Term of Probationary Period – New Hire

Every employee hired by the City of Dickinson must complete a probationary period of not less than ~~90 days~~six months, for the purpose of assessing the individual's ability to perform the assigned duties. The probationary period may be extended by the employee's supervisor or the Department Head up to ~~six months~~one year. Any extensions which would make the probationary period more than ~~six months~~one year from the employee's first day shall require the written approval of the City Administrator. (Code 1637 § 1)

15.22.2 Term of Probationary Period – Transfers and Promotions

Transfers and promotions carry a trial period of up to 90 days for the purpose of assessing the individual's ability to perform the assigned duties. During the trial period the supervisor or the employee receiving a transfer or promotion may choose to remove the employee from the new position. In this case, the employee will be permitted to return to his/her former position, if it has not been filled. If after 90 days the new role is not suitable to the employee and the supervisor, the employee may apply for another position within the City. (Code 462 of 942 1637 § 1)

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

Scott Decker, President
Board of City Commissioners

ATTEST

_____
Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024
Final Passage: _____, 2024

The Rock Bar License Transfers

Presented by: Police Chief J. Cianni

Consideration to Approve

CITY OF Dickinson North Dakota

The Rock Bar

113 1st St. West

License/Ownership Transfer

- Class A Liquor
- Gaming
- Tobacco

The Rock Bar

113 1st St. West

Dickinson Youth Activities (DYA) Conglomerate

- Dickinson Youth Activities
- Dickinson Youth Activities Holdings, LLC
- Dickinson Youth Activities Operating, Inc.

CITY OF Dickinson North Dakota

The Rock Bar

113 1st St. West

Dickinson Youth Activities Conglomerate

- Local Ownership
  - President
  - Vice
  - Treasurer
  - Secretary
  - Board Members (x3)

CITY OF Dickinson North Dakota

Liquor License

The Rock Bar
113 1st ST. West

Dickinson Youth Activities Operating

- Class A Limited Liquor License

CITY OF Dickinson North Dakota

Gaming License

The Rock Bar
113 1st ST. West

Dickinson Youth Activities

- Bingo
- Twenty-One
- Sports Pools
- Paddlewheel Table
- Calcuttas
- Raffles
- Pull Tabs
  - Jar, Dispensing & Electronic

CITY OF Dickinson North Dakota

Tobacco License

The Rock Bar
113 1st ST. West

Dickinson Youth Activities Operating

CITY OF Dickinson North Dakota

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI

FROM: BLAYNE RIEGER

SUBJECT: DYA OPERATING INC.

DATE: 08/08/2024

BACKGROUND INVESTIGATION:

CHAD GROLL
DERIN SEIBEL
BROCK WANNER
RYAN CALLAHAN
MATTHEW HEINZ
CHAD MILLER
ROXANNE FICEK

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

ND Courts
City of Dickinson contacts
NCIC
CJIS

This search revealed the following criminal history:

CITY OF DICKINSON

INITIAL APPLICATION FOR
ALCOHOLIC BEVERAGE LICENSE
For Year 2024

Application for:

_X_ Commercial On/Off-Sale ($3,000)
___Lodge or Club ($3.000)
___Motel or Hotel ($3,000)
___Restaurant On-Sale ($2,500)
___Military Club Beer and Wine ($700)
___Microbrewery Pub ($700)
___ Beer and Wine Concession Licenses ($550)
___ Distillery License ($700)
___ Brewer Taproom License ($2,000)
___ Domestic Winery License (N/A)
___ Beer Only On-Sale License ($700)
___ Beer and Wine Only On-Sale License ($1,250)
___Sunday Permit (All on-sale establishments must check Sunday Permit. ---
___Optional only for off sale establishments. See paragraph 5, below)

NOTE: In addition to said fees, each applicant for a new license or a transfer of a license shall, at the time of submission of the application for such issuance or transfer, pay the sum of an application fee and an issuance fee or transfer fee as a non-refundable application or transfer fee.

The undersigned hereby applies for the license or licenses checked above, and agrees, if granted a license, to promptly advise the City of any changes in the information contained in this application.

1. **BUSINESS INFORMATION:**
Business Name: DYA Operating, Inc. (DBA The Rock)
Mailing Address: PO Box 1455, Dickinson, ND 58601
Street Address: 41 1st Ave W, Dickinson, ND 58601
Phone Number: 701-483-6047

2. **PROPOSED LICENSEE INFORMATION (please complete either 2.a. or 2.b. as appropriate)**
a. Individual or Partnership:
Name(s): _____
Address: _____
_____
City/State/Zip: _Dickinson, ND 58601_____
Telephone: _____
Email: _____
Birth Date(s): ___/___/_____ ___/___/_____
Social Security # _____ Driver's License #_____
Please Attach - Occupation Record for Last Five Years
US Citizen: Y / N

b. Corporation:
Name of Corporation: DYA Operating, Inc.
Date of Incorporation: 8/2/2024 State of Incorporation: North Dakota
Web Address: _N/A_
(Attach copy of Certificate of Incorporation) See Attached
(Attach list of each officer, director, and proposed manager indicating address, email address, citizenship status, and percentage of stock ownership in corporation.) See Attachment

3. **LOCATION INFORMATION:**
Legal description of business location: Lot: 1 Block: 2
Addition or Subdivision: Original Plat

Property/Building Owner Information (If different than applicant)
Name: DYA Holdings, LLC
Mailing Address: PO Box 1455
City, State, Zip: Dickinson, ND 58601
Telephone: 701-483-6047
Em
Zon
Present Occupancy: The Rock
Are Taxes Current? Y / N (Please attach verification from Stark County)

Please attach a comprehensive site drawing, including, but not limited to: layout of the building(s) and how they lay on the property, the extent of the area(s) in the building in which alcoholic beverages will be sold and/or served, and building and property dimensions. Alcoholic beverages will be sold and / or served on the main floor only. See attached pic of site drawing.

4. **GENERAL:**

a. Name and contact information for person responsible for complying with all city ordinances and state law, on behalf of this license.
Name: Roxanne Ficek (General Manager)
Mailing A
City/State/
Telephone: 701-483-6047

b. residency, employment, and business ownership for the five years leading up to the date of this application. See Attachment

c. Have you ever been engaged in the sale or distribution of alcoholic beverages prior to this application? If so, give date and type of business and address: No

d. Have you ever had a liquor license rejected by any municipality, state or federal authority? (Y / N) If yes, give details: NA

e. Have you ever been convicted or any violation of any law of the United State or the state of North Dakota, or local ordinance governing the manufacture, sale, distribution or possession of alcoholic beverages? (Y / N) If yes, give date(s) and details:
NA

f. Have you ever had a liquor license for the sale of intoxicating liquor revoked or suspended for any violation or any state law or local ordinance? (Y / N) If yes, give date(s) and details:
NA

g. Have you ever been indicted or convicted of a crime either in North Dakota or elsewhere? (Y / N) If yes, give date(s) and details:
NA

h. Attach list of names and contact information of all persons, silent, or otherwise, interested in any manner in said business, or who will have charge, management, or control of the establishment for which license is requested: See Attachment

i. Has any person, other than applicant, any right, title, or interest in the leasehold, or in the furniture, fixtures, or equipment in the premises for which license is requested? DYA Holdings
(Y / N) If yes, attach list of names and contact information. See Attachment

j. Have you any agreement or understanding or intention to have any agreement or understanding with any person, partnership or corporation to obtain for any other, or transfer to any other person this license, or to

obtain it for any other than the specific use of the applicant? (Y / N) If yes, please give details:
NA

k. Have you interest whatsoever, directly or indirectly, in any other liquor or alcoholic beverage establishment either wholesale or retail in North Dakota or any another state?
(Y / N) If yes, attach list of business names and addresses of establishments.

l. Have you or any licensees listed on this application been convicted of a Felony or any other alcohol related violation of criminal or traffic law? No X *Yes
*If yes, please provide date, location (State & City) and description of the offense: NA

m. Will you be engaged in any other form of business other than that to be covered by this license? (Y / N) If yes, please attach description of other business, including employer if that applies. Dickinson Youth Activities, Inc. will conduct charitable gaming at this location pending sight authorization.

n. The applicant hereby does expressly consent that any person(s) duly authorized by the city of Dickinson may enter upon the premises described in this application at any reasonable hour of the day or night including all hours in which the establishment is occupied, and at such times they shall have free access to all portions of the property comprising the licensed premises for the purpose of inspecting such premises for any possible violation of laws of the state of North Dakota or ordinances of the city of Dickinson regardless whether said laws pertain to the sales of alcoholic beverages. Such access shall be permitted without necessity of a search warrant.

o. Applicant acknowledges that this license, if granted includes the ability to open business on Sunday and therefore the business must collect and submit to the state of North Dakota the Hospitality Tax (Restaurant and Lodging)

p. Applicant acknowledges that if this is an application for a restaurant related license, at least 50% of sales of the business must be in the form of prepared food.

q. The applicant hereby acknowledges that if this license is idle for more than six months in any 12 month period, the City will revoke said license and offer it for public sale.

r. The applicant hereby acknowledges that this license is not transferable nor may the ownership change by more than 25% without prior approval of the city of Dickinson.

s. Please attach the names and contact information of three local business references.

t. The applicant hereby acknowledges that by signing this application he/she/they admit that the information contained in this application is true and accurate to the best of their knowledge.

u. The applicant hereby acknowledges that they shall cooperate to the fullest extent in obtaining a complete background investigation concerning any persons involved with the individual applicant or the applicant's organization.

5. The undersigned represents and warrants that the hospitality tax imposed under Section 35.125 of the Dickinson City Code has been and will continue to be collected to qualify the licensee as a qualified alcoholic beverage licensee for purposes of Sections 4.08.270 and 4.08.280 of the Dickinson City Code authorizing Event permits and Sunday permits. (This paragraph is not applicable to applicants who have not applied for a Sunday permit)

Dated this 6 day of August, 20 24

Individual or Partnership Application:

N/A
Applicant Signature(s)

N/A
Applicant Signature(s)

Corporation:

President's Signature

Secretary's Signature

Rita Binstock

From: Roxanne Ficek <rficekisa2015@gmail.com>
Sent: Wednesday, August 7, 2024 10:27 AM
To: Rita Binstock
Subject: Llc

Holding side owns the building
Operation owns the liquor

I think that is how i said it but 100% correct now Sent from my iPhone

GAMING SITE AUTHORIZATION

ND OFFICE OF ATTORNEY GENERAL
SFN 17996 (4-2023)

G - ___ ___ ___ ___ (___ ___ ___) ___
Site License Number
(Attorney General Use Only)

Full, Legal Name of Gaming Organization
DICKINSON YOUTH ACTIVITIES

This organzation is authorized to conduct games of chance under the license granted by the North Dakota Attorney General at the following location

Name of Location
THE ROCK

Street	City	ZIP Code	County
113 1ST STREET WEST	**DICKINSON**	**58601**	**STARK**

Beginning Date(s) Authorized	Ending Date(s) Authorized	Number of Twenty-One tables, if zero, enter "0"
9-1-2024	**JUNE 30TH 2025**	**2**

Specific location where games of chance will be conducted and played at the site (**required**)
EAST ROOM

If conducting **Raffle** or **Poker** activity provide date(s) or month(s) of the event(s) if known

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization **must** provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must throughly explain each game type to be conducted. The City/County can only approve these games at the site.

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (**required**)

[X] Bingo	[ ] Club Special	[X] Sports Pools
[ ] **ELECTRONIC** Quick Shot Bingo	[ ] Tip Board	[X] Twenty-One
[X] Raffles	[ ] Seal Board	[ ] Poker
[ ] **ELECTRONIC** 50/50 Raffle	[ ] Punchboard	[X] Calcuttas
[X] Pull Tab Jar	[ ] Prize Board	[ ] Paddlewheel with Tickets
[X] Pull Tab Dispensing Device	[ ] Prize Board Dispensing Device	[X] Paddlewheel Table
[X] **ELECTRONIC** Pull Tab Device		

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)

If any information above is false, it is subject to administrative action on behalf of the State of North Dakota Office of Attorney General

APPROVALS

Attorney General	Date
Signature of City/County Official	Date

PRINT Name and official position of person signing on behalf of city/county above

INSTRUCTIONS:

1. City/County - Retain a **copy** of the Site Authorization for your files.
2. City/County - Return the **original** Site Authorization form to the Organization.
3. Organizations - Send the **original**, **signed**, Site Authorization to the Office of Attorney General with any other applicable licensing forms for final approval

RETURN ALL DOCUMENTS TO:

Office of Attorney General
Licensing Section
600 E Boulevard Ave, Dept. 125
Bismarck, ND 58505-0040
Telephone: 701-328-2329 OR 800-326-9240

RENTAL AGREEMENT

OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9413 (7-2023)

License Number (

Site Owner (Lessor)		Site Name		Site Phone Number
DYA LLC		The Rock		701-483-7625
Site Address	**City**	**State**	**Zip Code**	**County**
113 1st st W	Dickinson	ND	58601	Stark
Organization	**Rental Period**			**Monthly Rent Amount**
Dickinson Youth Activities INC	to June 30, 2029			

			Monthly Rent Amount
1. Is Bingo going to be conducted at the site?	☐ No	☒ Yes	
1a. If "Yes" to number 1 above, is Bingo the **primary** game conducted? - If Bingo is the primary game, enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.	☐ No	☐ Yes	$
2. Is Twenty-One conducted at this site? Number of Tables with wagers **up to** $5 ____ X Rent per Table $ ____	☐ No	☒ Yes	$
Number of Tables with wagers **over** $5 2 X Rent per Table $ 0			$ 0
3. Is Paddlewheels conducted at this site? Number of Tables 1 X Rent per Table $ 0	☐ No	☒ Yes	$ 0
4. Is Pull Tabs Involving either a jar bar or standard dispensing device conducted at this site? Please Check: ☒ Jar Bar ☒ Standard Dispensing Device	☐ No	☒ Yes	$
5. Are Electronic Pull-Tabs conducted at this site? If "Yes" please indicate the number of devices 10	☐ No	☒ Yes	$ 0
Total Monthly Rent			$ 0

6. If the only gaming activity to be conducted at the site is a raffle drawing, please check here. ☐

TERMS OF RENTAL AGREEMENT:

This RENTAL AGREEMENT is between the Owner (LESSOR) and Organization (LESSEE) that will be leasing the site to conduct games of chance.

The LESSOR agrees that no game will be directly operated as part of the lessor's business.

The LESSOR agrees that the (lessor), (lessor's) spouse, (lessor's) common household members, (management), (management's) spouse, or an employee of the lessor who is in a position to approve or deny a lease may not conduct games at any of the organization's sites and except for officers and board of directors members who did not approve the lease, may not play games at that site. However, a bar employee may redeem a credit ticket voucher from an electronic tab device, winning pull tab involving a dispensing device, pay a prize board cash prize, and award a prize board merchandise prize involving a dispensing device, and sell raffle tickets or sports pool chances on a board on behalf of an organization.

The LESSOR agrees that the lessors on call or temporary or permanent employee(s) will not, directly or indirectly, conduct games at the site as an employee of the lessee on the same day the employee is working in the area of the bar where alcoholic beverages are dispensed or consumed.

If the LESSEE provides the Lessor with a temporary loan of funds for redeeming credit ticket vouchers from an electronic pull-tab device, or pull tabs or prize boards involving a dispensing device, **the lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site.**

The LESSOR agrees not to interfere with or attempt to influence the lessee's selection of games, determination of prizes, including a bingo jackpot prize, or disbursement of net proceeds.

The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee.

The LESSOR agrees any advertising by the lessor that includes charitable gaming must include the charitable gaming organization's name.

A LESSOR who is an officer or board member of an organization **may not** participate in the organization's decision-making that is a conflict of interest.

At the LESSOR's option, the lessee agrees that this rental agreement may be automatically terminated if the lessee's gaming license is suspended at this site for more than fourteen days or revoked.

Signature of Lessor	Title	Date
[signature]	President	8-6-2024
Signature of Lesse	**Title**	**Date**
Roxanne Terrill	Gaming Manager	8-5-02

CITY OF DICKINSON

Application for Business and/or Occupation License Date: 2024

Application for:

_____ **Carnival ($50/day plus $100,000 Liability Insurance) Event date:** _____
_____ **Circus ($50/day plus $100,000 Liability Insurance) Event date:** _____
_____ **Housemover ($50/annual plus $5,000 bond and Liability Insurance)**
_____ **Pawnbroker ($50/annual)**
_____ **Junk Dealer ($50/annual)**
_____ **Arborist ($100/annual plus $150,000 Aggregate Liability Insurance)**
__X__ **Tobacco Dealer ($50/annual)** Location of Sale: _____
_____ **Adult Entertainment ($2,000/annual)**

1. Name of Applicant (Individual or Firm: DYA Operating, Inc (DBA The Rock)

   Birth Date: _____ Social Security Number: _____

   Residence Address: _____ Phone Number: 701-483-6047

   Business Address: 41 1st Ave W, Dickinson, ND 58601 Cell Number: N/A

   Email Address: dyai2014@ndsupernet.com

   Mailing address (if not the same as business): PO Box 1455, Dickinson, ND 58601

2. Location of Business Records (if not the same as business): 41 1st Ave W, Dickinson, ND 58601

3. This application is for: New Business _____
   Renewal of License _____
   Change of Ownership X
   Change of Address _____
   Date business started: 8/2/2024

   If change of ownership, give name of previous owner: KLF Kathy Fisher

4. If bond is required, give name of bonding company and address: NA

5. If you employ an auditor or bookkeeping firm, give name and address of firm: Dan Dasovick, Kovash& Dasovick PC 148 1st St W, Dickinson, ND 58601

6. List locations of businesses outside Dickinson in which license fee(s) was/were paid to other cities, towns or counties:

Name of Town or City	Name of Job	Amount
NA		

   (continue list on back if necessary)

7. List name of partners or of officers of the business and their titles:

   See Attached

8. The above is a true statement.

   _____ President
   (Signature of Applicant) (Official Title)

** The records of all concerns doing business must comply with City and State requirements.

Monthly Financial Report

Presented by: Deputy City Administrator Carlson

Consideration to Approve

CITY OF Dickinson North Dakota

Treasurer's Report as of July 31st, 2024

General Checking	$ 106,406
Demand Deposit	$ 35,000,000
Money Market	$ 31,618,834
Cash Total	$ 66,725,240

- This includes Restricted and Committed funds.

- Current Interest Rate on Cash Accounts 3.82%

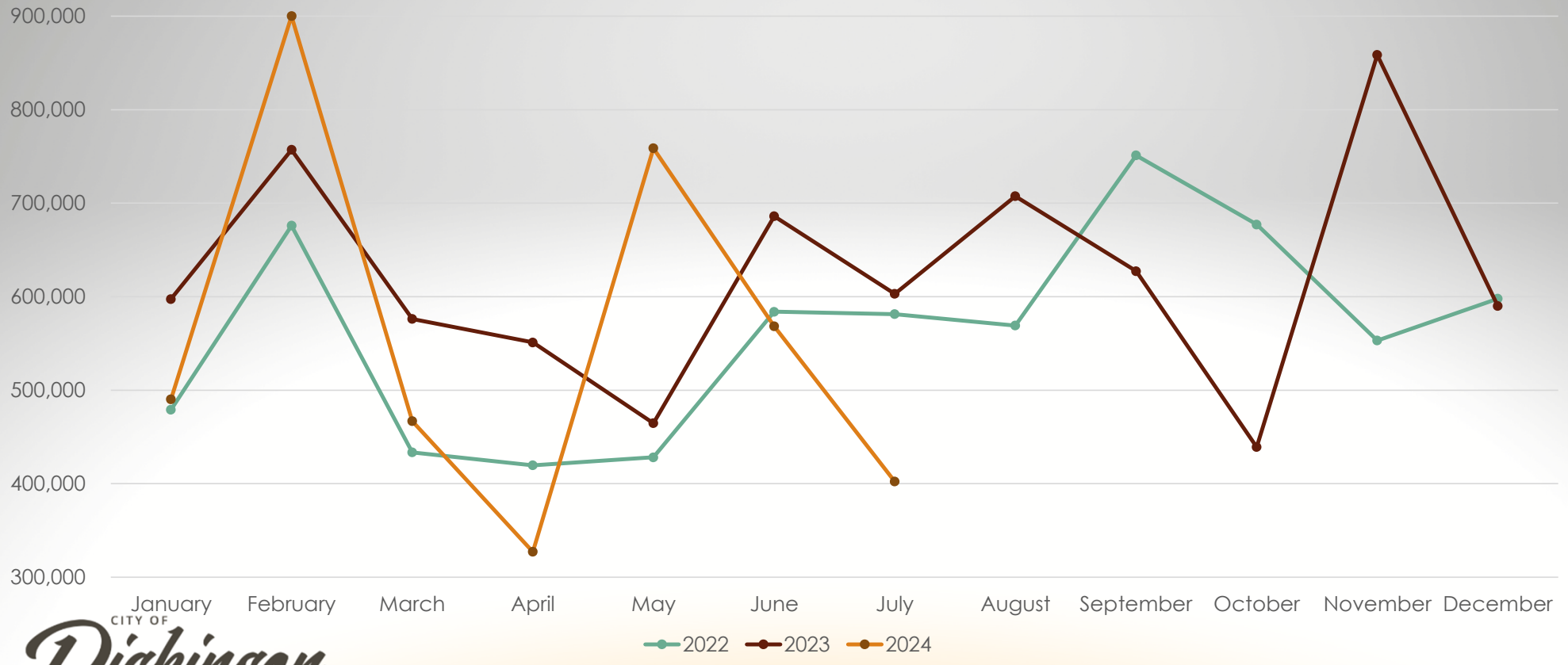
CITY OF Dickinson North Dakota

Investments as of July 31st,2024

Future Fund	$	7,061,698
CMA	$	14,570,713
City Pension	$	7,479920
Police Pension	$	7,503,357
Volunteer Fire Pension	$	416,820
OPEB	$	211,845
Total	$	37,566,900

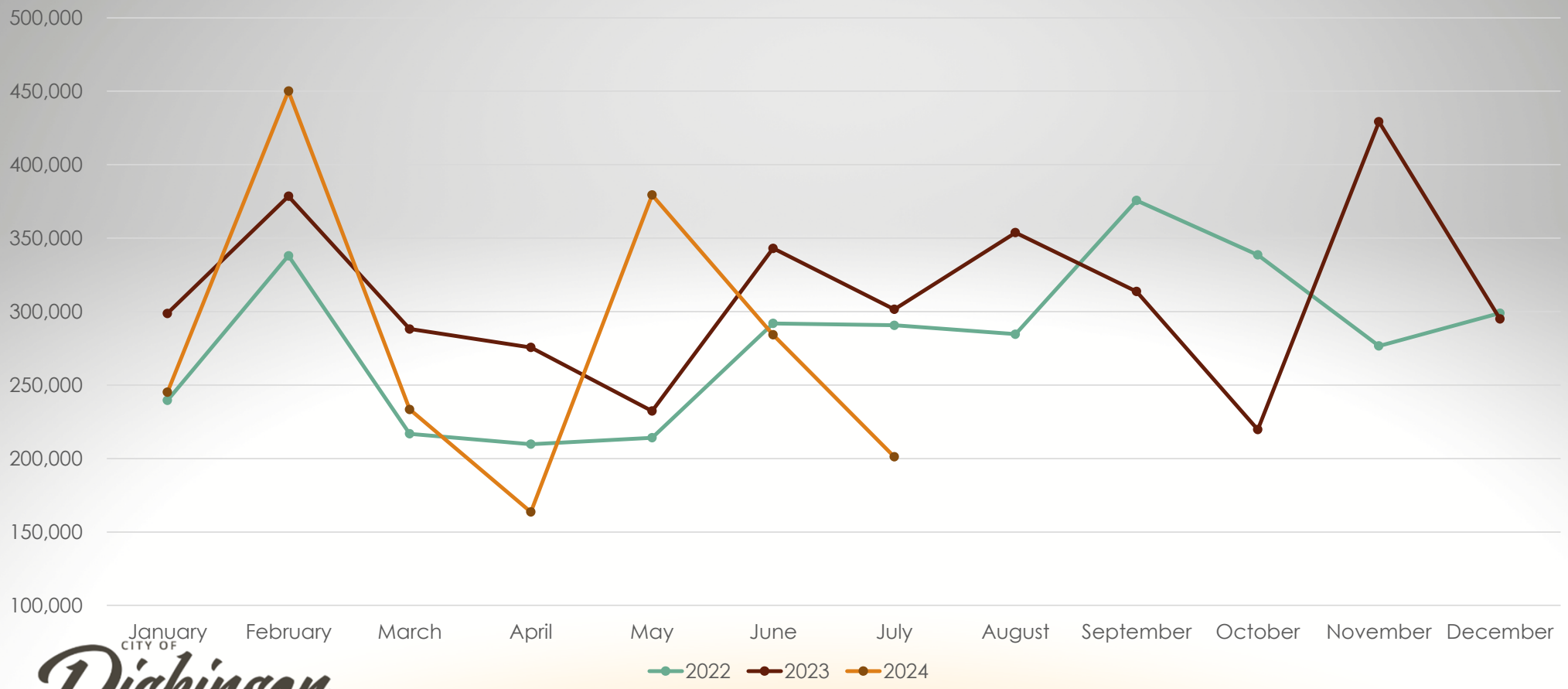
CITY OF Dickinson North Dakota

1% Sales Tax Monthly Breakdown



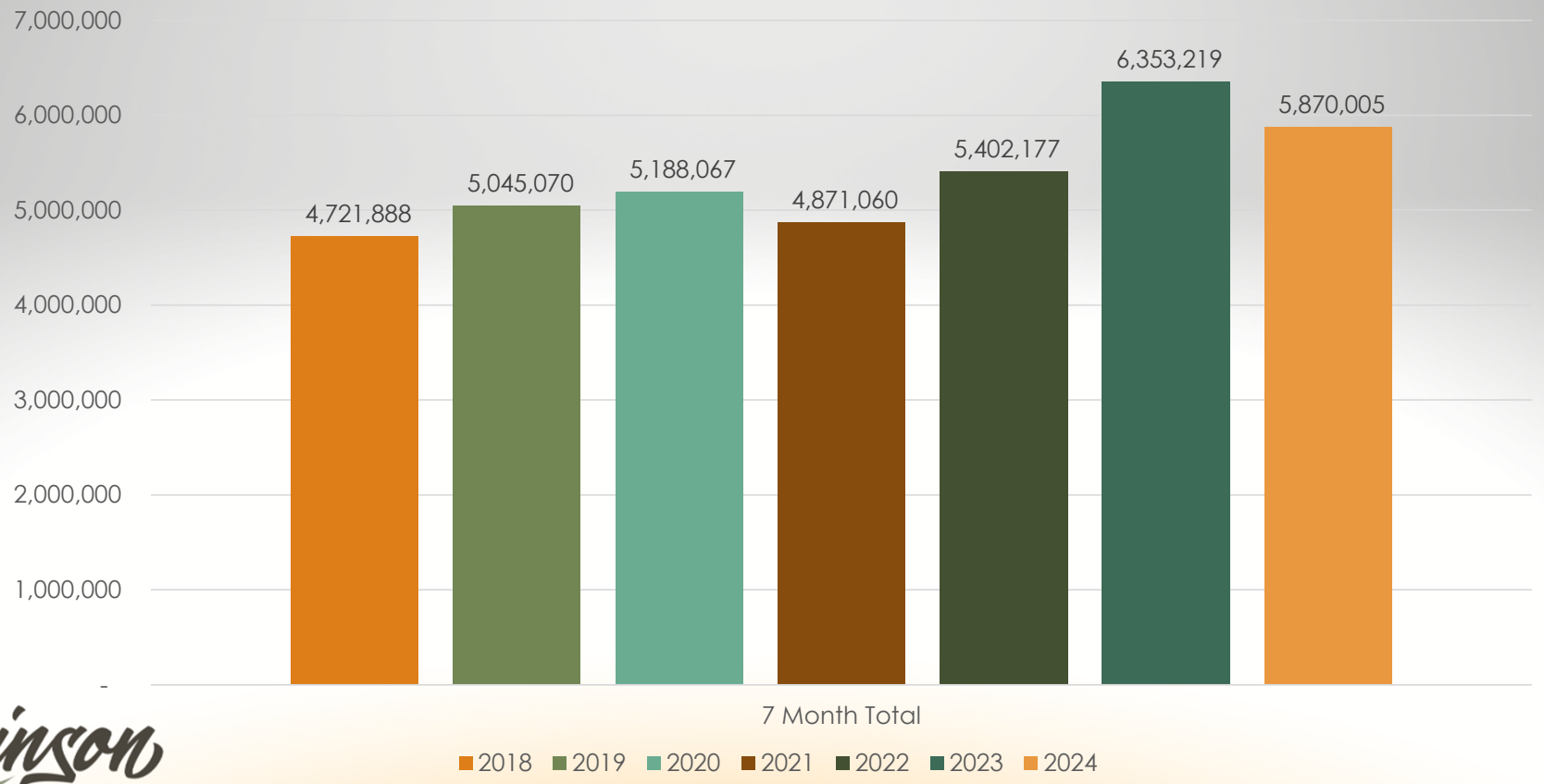
CITY OF Dickinson North Dakota

½% Sales Tax Monthly Breakdown



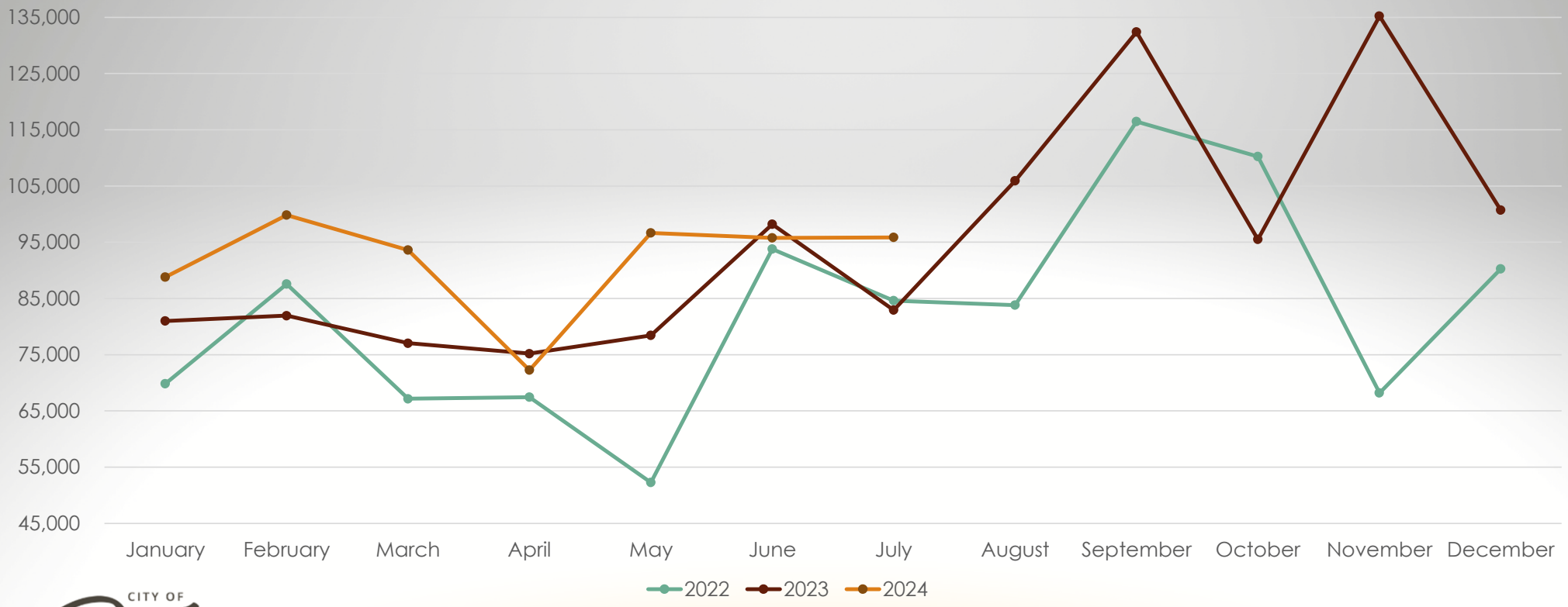
CITY OF Dickinson North Dakota

Sales Tax Comparison



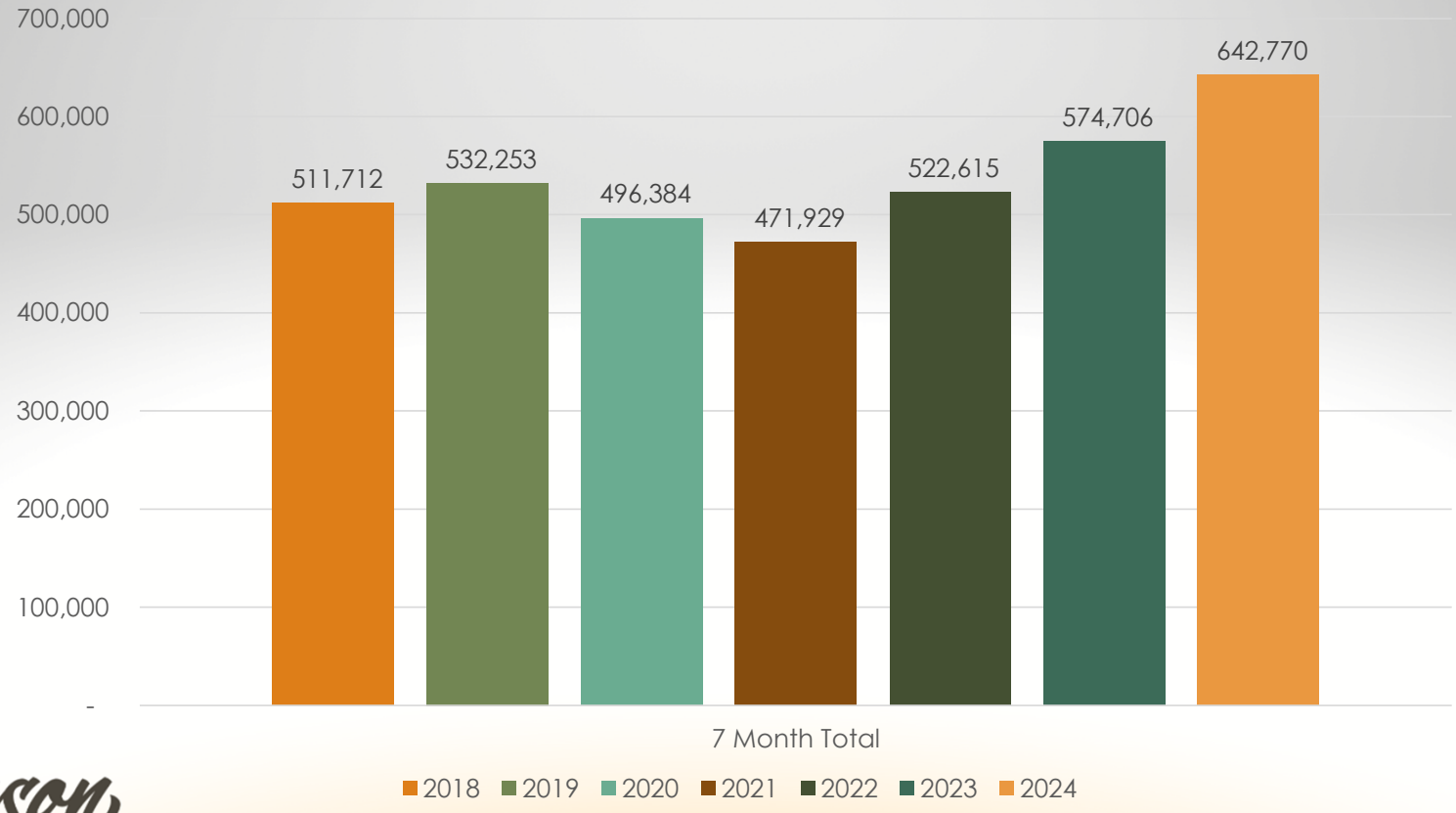
CITY OF Dickinson North Dakota

Hospitality Tax Monthly Breakdown



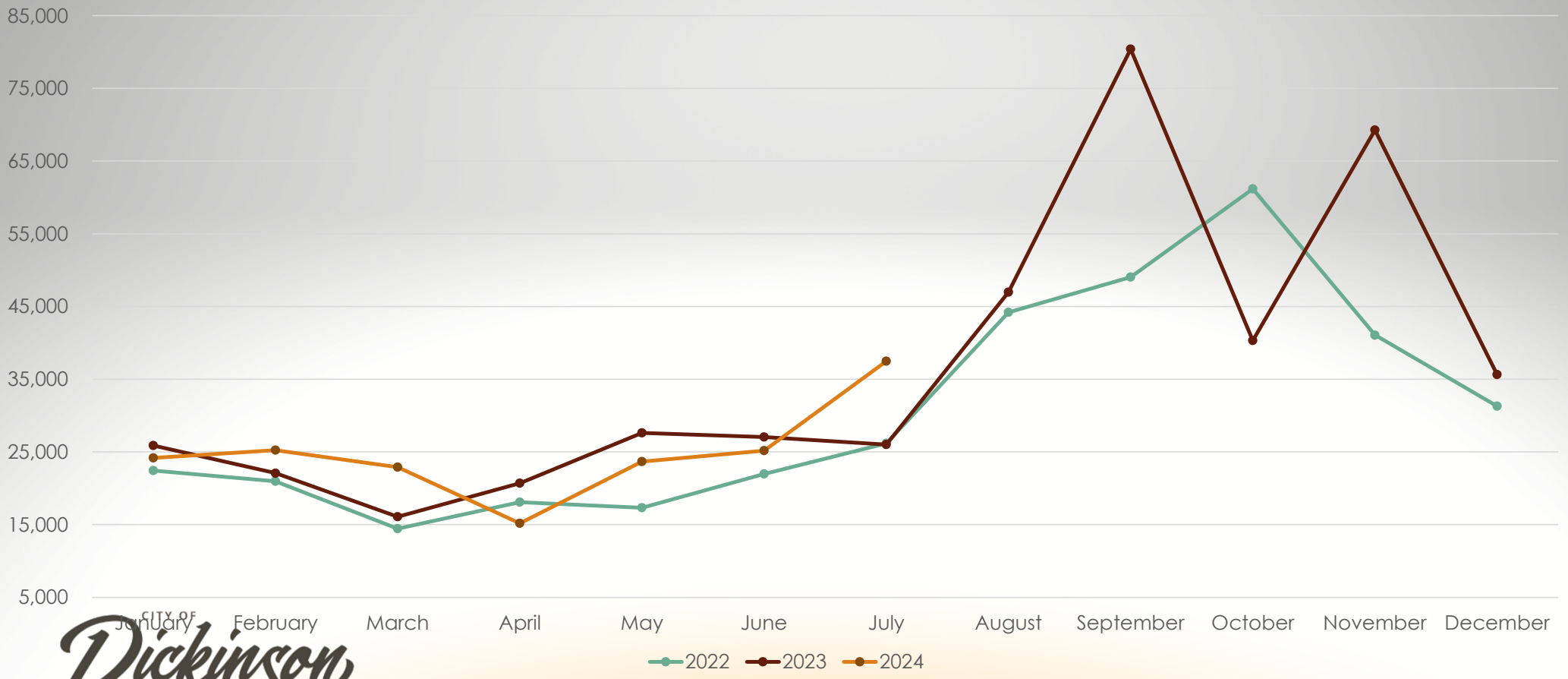
CITY OF Dickinson North Dakota

Hospitality Tax Comparison



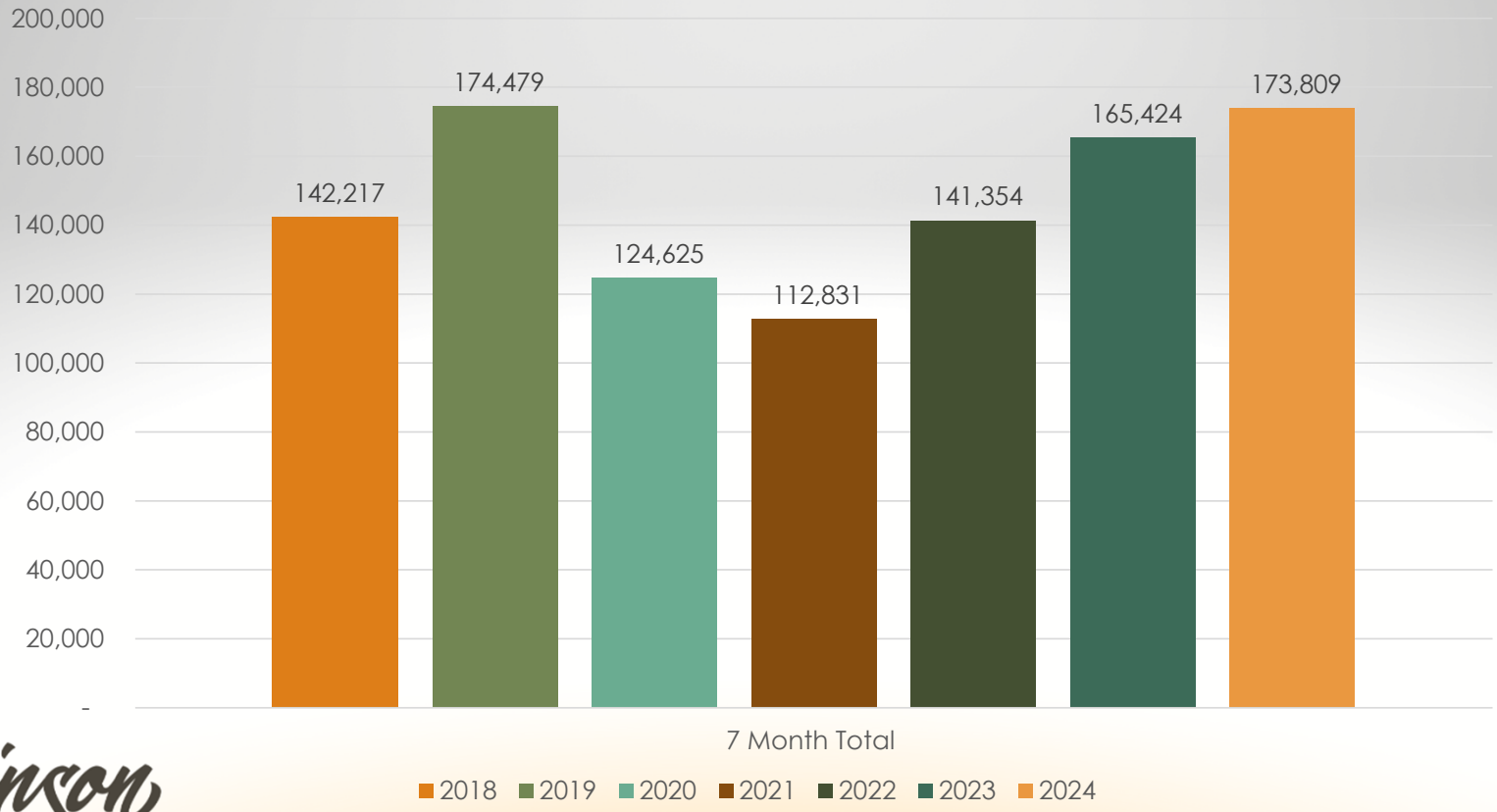
CITY OF Dickinson North Dakota

Occupancy Tax Monthly Breakdown



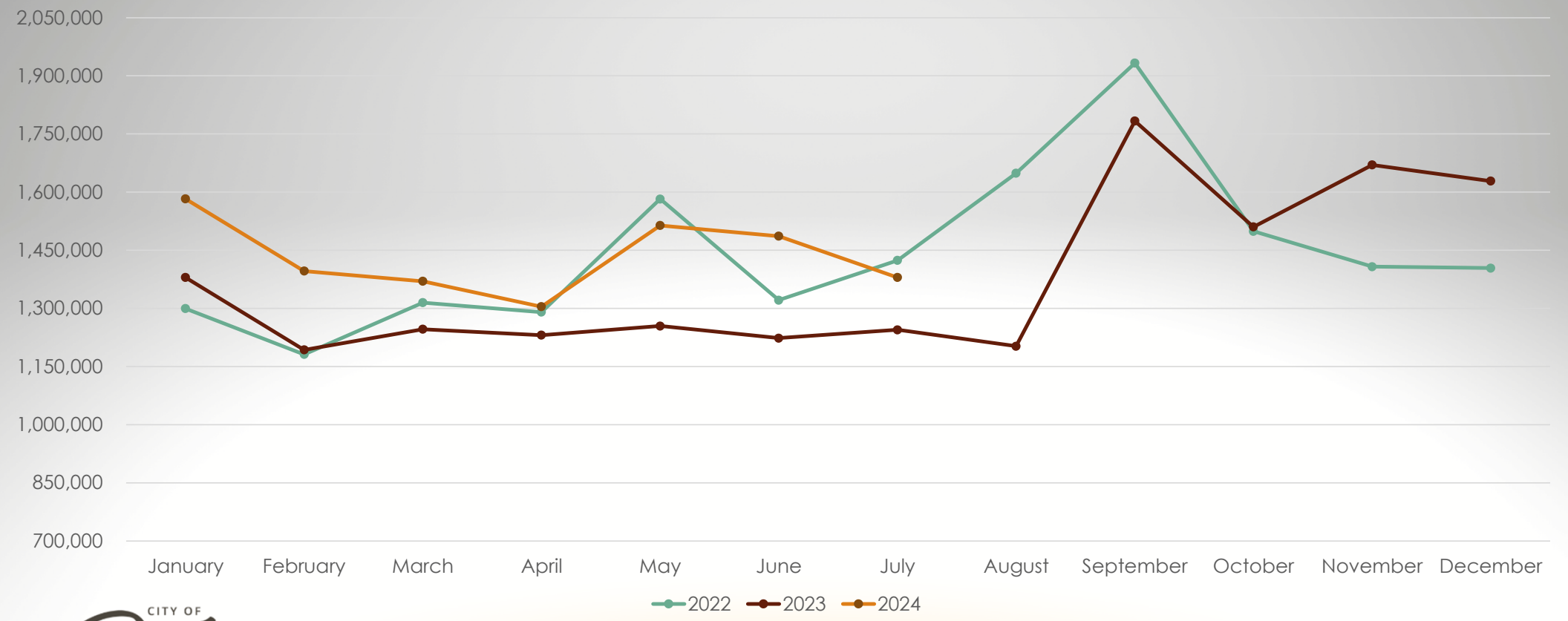
CITY OF Dickinson North Dakota

Occupancy Tax Comparison



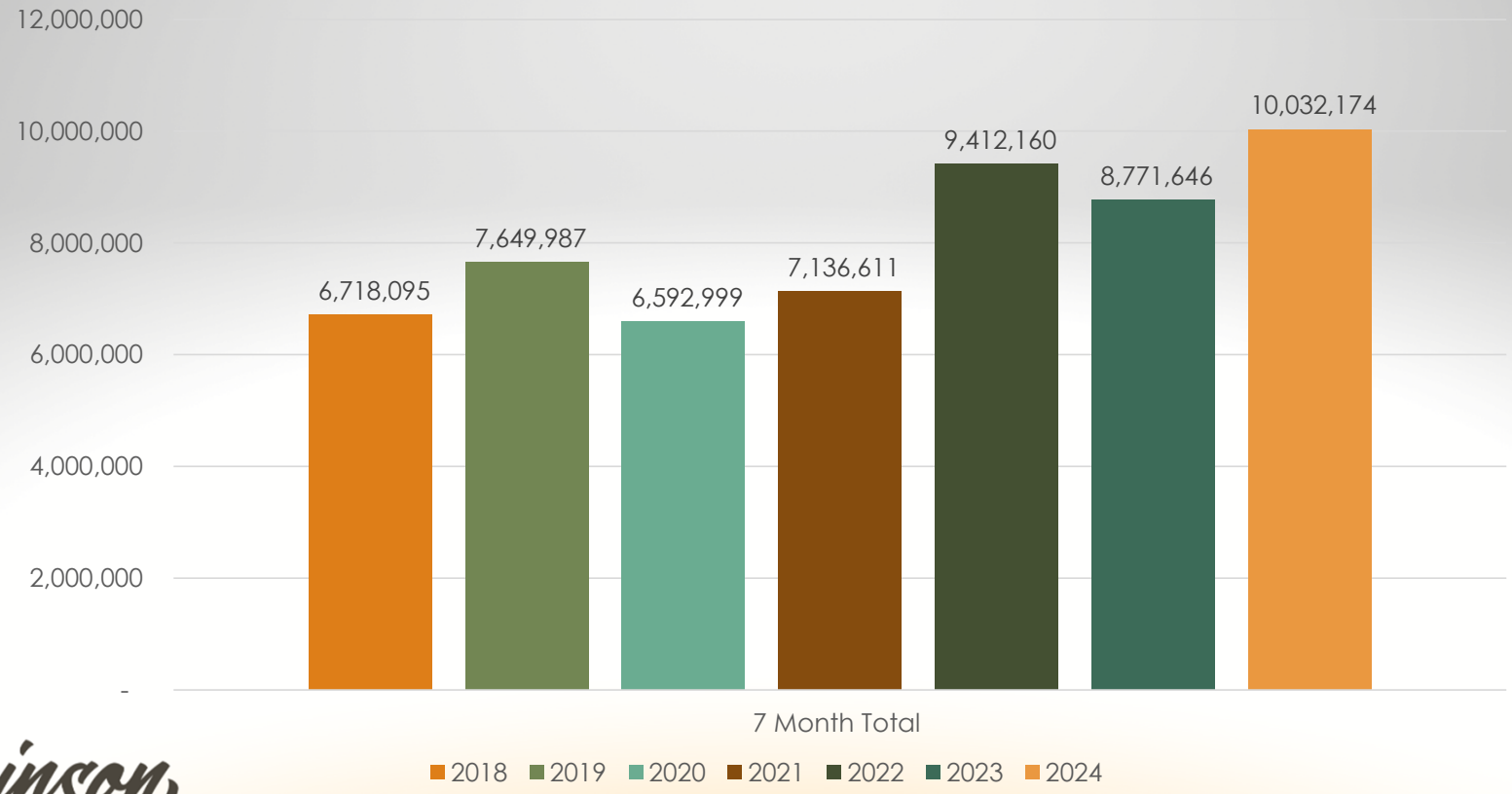
CITY OF Dickinson North Dakota

Oil Impact Revenue Monthly Breakdown



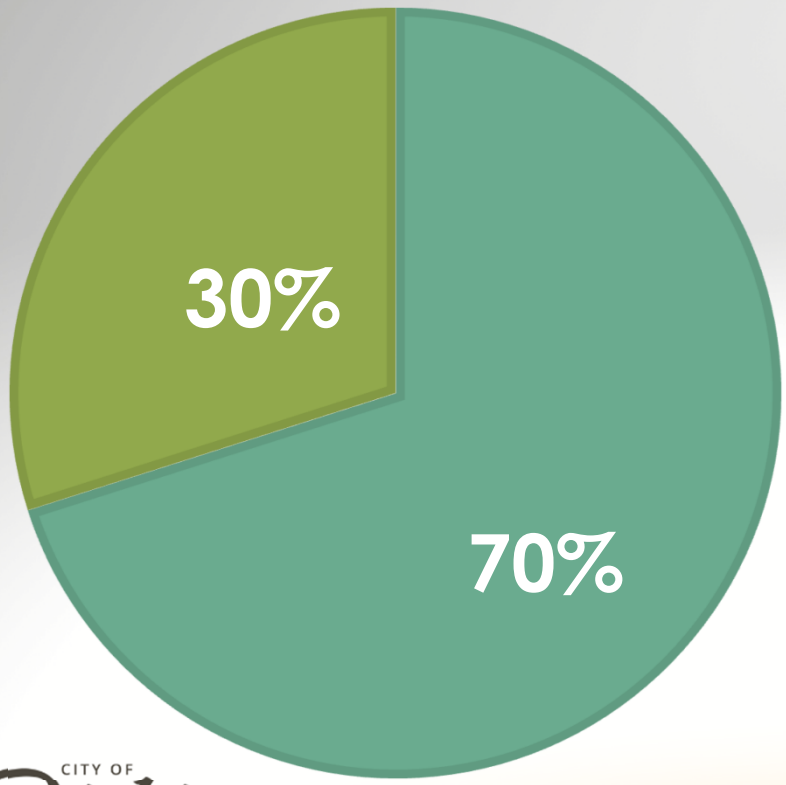
CITY OF Dickinson North Dakota

Oil Impact Comparison

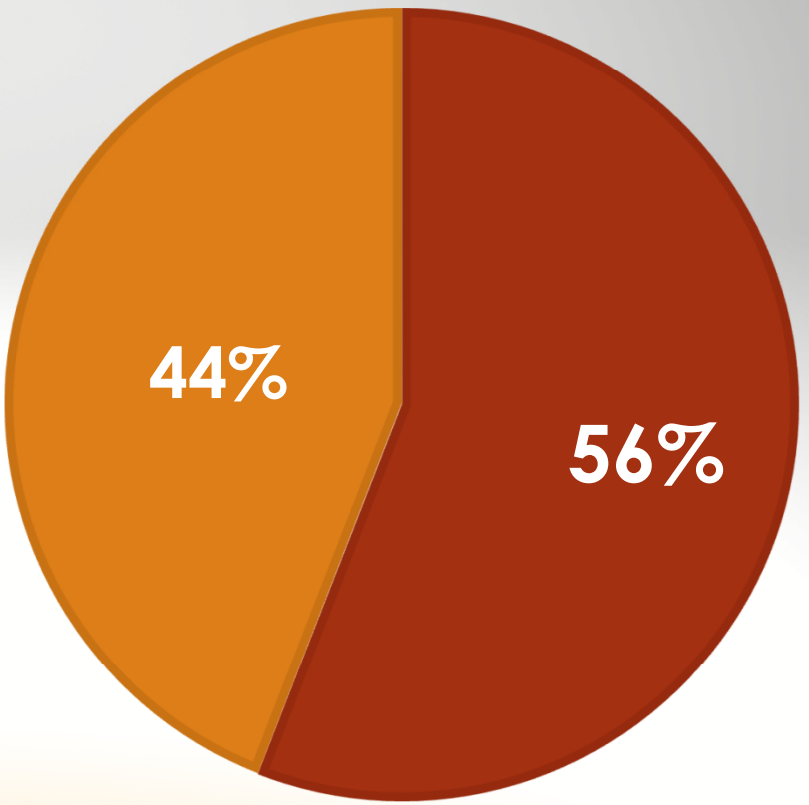


CITY OF Dickinson North Dakota

GENERAL FUND REVENUE

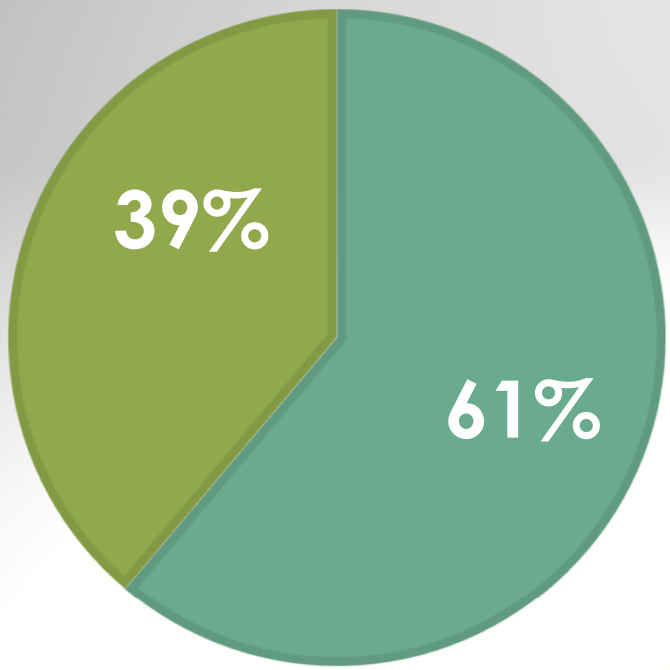


GENERAL FUND EXPENSES

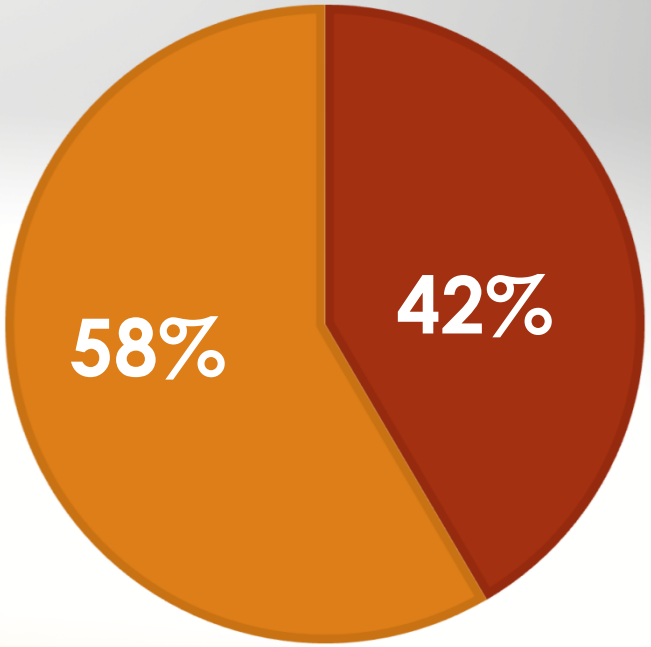


CITY OF Dickinson North Dakota

UTILITY REVENUE



ENTERPRISE FUND EXPENSES



CITY OF Dickinson North Dakota

Financial Report

For the Period Ending

July 31st, 2024

From: *Samantha Buzalsky, Accountant*

Budget Summary ……..1

State Tax/Intergovernmental Revenue by Month……..2

Aged Report Summary ……..6

Utility Revenue Summary……..7

Note: State Tax Revenue numbers are based on when they were received from the ND State Treasurer's Office

2024 Budget Recap
7/31/2024

	2024 Budget	2024 Actual	Variance	% Expended
General Fund	$ 27,025,495	$ 15,111,095	$ 11,914,400	55.91%
Special Revenue Funds				
1% Sales Tax	$ 10,884,500	$ 4,727,611	$ 6,156,889	43.43%
1/2% Sales Tax	$ 5,225,000	$ 3,711,458	$ 1,513,542	71.03%
Legacy Square Fund	$ 563,250	$ 302,522	$ 260,728	53.71%
Cemetery Fund	$ 149,000	$ 68,339	$ 80,661	45.87%
Future Fund	$ 300,000	$ 202,151	$ 97,849	67.38%
Oil Impact Fund	$ 29,254,976	$ 16,723,541	$ 12,531,435	57.16%
Hospitality Tax	$ 1,084,000	$ 815,278	$ 268,722	75.21%
Highway Tax	$ 1,300,000	$ 866,667	$ 433,333	66.67%
Urban Forestry/Downtown Streetscape	$ 50,000	$ -	$ 50,000	0.00%
Library	$ 1,695,743	$ 751,361	$ 944,382	44.31%
Interest Revenue Fund	$ 1,100,000	$ 668,594	$ 431,406	60.78%
Debt Service Funds				
WRCC Revenue Bond	$ 1,435,000	$ 49,968	$ 1,385,032	3.48%
General Capital Lease Fund	$ 400,000	$ 234,438	$ 165,562	58.61%
Enterprise/Proprietary Funds				
Water	$ 7,956,317	$ 4,557,693	$ 3,398,625	57.28%
Sewer	$ 9,575,755	$ 2,471,530	$ 7,104,225	25.81%
Solid Waste	$ 5,892,753	$ 2,946,444	$ 2,946,309	50.00%
Storm Water	$ 114,230	$ 82,736	$ 31,494	72.43%
Wastewater Plant	$ 1,128,381	$ 722,349	$ 406,032	64.02%
Fleet (Internal Service)	$ 1,270,831	$ 556,590	$ 714,241	43.80%
Totals	106,405,231	55,570,364	50,834,867	52.23%

Oil Impact Fund Revenue

7/31/2024	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	860,742	1,088,021	1,173,219	906,718	1,299,165	1,379,453	1,582,335	202,882
February	882,817	938,136	1,221,034	974,729	1,181,038	1,192,840	1,396,215	203,375
March	949,318	1,061,228	1,143,847	999,254	1,314,748	1,246,296	1,369,677	123,381
April	805,930	1,047,392	1,016,645	991,918	1,290,101	1,230,965	1,304,302	73,336
May	876,208	1,120,384	792,116	1,086,395	1,582,042	1,254,441	1,513,616	259,175
June	1,099,144	1,212,734	622,710	1,071,391	1,321,182	1,223,107	1,486,384	263,277
July	1,243,935	1,182,092	623,428	1,106,206	1,423,884	1,244,544	1,379,645	135,101
August	1,198,710	1,112,773	739,585	1,119,185	1,648,644	1,202,366		
September	1,656,623	1,559,227	1,219,797	1,590,051	1,932,473	1,783,432		
October	1,263,925	1,191,095	907,805	1,174,502	1,498,774	1,509,862		
November	1,362,972	1,152,480	896,826	1,205,340	1,407,431	1,669,712		
December	1,356,298	1,168,313	890,316	1,291,108	1,403,773	1,628,239		
Totals	**13,556,623**	**13,833,874**	**11,247,328**	**13,516,796**	**17,303,256**	**16,565,258**	**10,032,174**	**1,260,528**

Hospitality Tax

7/31/2024	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	62,202	81,122	82,427	69,011	69,822	80,993	88,784	7,791
February	92,503	80,320	84,166	49,803	87,549	81,937	99,849	17,912
March	65,519	71,329	63,859	60,667	67,154	77,037	93,600	16,564
April	50,319	59,212	78,972	70,912	67,428	75,191	72,256	(2,935)
May	84,613	92,634	63,745	72,352	52,278	78,429	96,639	18,209
June	91,483	76,960	41,043	52,463	93,769	98,201	95,785	(2,416)
July	65,073	70,675	82,172	96,721	84,616	82,918	95,858	12,939
August	106,837	104,979	88,496	86,150	83,828	105,902		
September	99,110	91,084	77,004	110,621	116,475	132,380		
October	81,064	106,436	92,454	91,040	110,248	95,499		
November	108,769	99,662	76,605	72,803	68,209	135,220		
December	93,749	72,367	82,554	92,104	90,254	100,718		
Totals	**1,001,241**	**1,006,781**	**913,497**	**924,646**	**991,630**	**1,144,425**	**642,770**	**68,064**

Occupancy Tax

	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	14,504	23,827	23,209	19,645	22,427	25,873	24,170	(1,703)
February	25,752	19,796	22,931	14,115	20,959	22,081	25,243	3,162
March	12,234	20,971	11,847	9,806	14,433	16,097	22,895	6,797
April	14,283	24,396	22,041	14,038	18,074	20,706	15,177	(5,529)
May	24,654	23,073	19,237	16,205	17,314	27,617	23,675	(3,942)
June	30,921	25,315	12,864	12,547	21,977	27,036	25,171	(1,865)
July	19,871	37,101	12,496	26,474	26,169	26,015	37,477	11,463
August	40,414	37,844	27,268	50,105	44,182	46,969		
September	48,211	44,207	28,500	43,337	49,032	80,411		
October	41,598	63,262	33,627	37,659	61,186	40,325		
November	50,014	47,438	29,306	52,810	41,071	69,271		
December	41,713	24,498	22,353	27,311	31,290	35,647		
Totals	**364,167**	**391,727**	**265,679**	**324,053**	**368,116**	**438,047**	**173,809**	**8,384**

1% Sales Tax

7/31/2024	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	369,381	503,405	576,989	443,415	479,035	597,446	490,171	(107,275)
February	629,177	590,900	615,580	393,184	675,922	757,033	900,175	143,142
March	417,722	417,702	345,175	449,633	433,558	576,217	466,764	(109,453)
April	324,713	394,368	505,251	485,343	419,590	551,078	327,069	(224,010)
May	549,810	543,423	505,989	514,562	428,195	464,675	758,666	293,991
June	455,476	487,623	324,748	353,963	583,886	686,093	568,198	(117,895)
July	401,647	425,959	584,979	607,274	581,266	602,935	402,293	(200,642)
August	664,241	765,145	527,075	568,420	569,164	707,353		
September	517,500	517,822	494,819	523,865	751,171	627,308		
October	473,116	568,820	490,122	512,572	677,176	439,305		
November	609,032	600,086	472,033	447,706	553,059	858,479		
December	556,185	438,099	491,566	634,101	597,838	589,994		
Totals	**5,967,998**	**6,253,353**	**5,934,326**	**5,934,039**	**6,749,860**	**7,457,917**	**3,913,337**	**(322,142)**

1/2% Sales Tax

	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	184,690	251,703	288,495	221,707	239,517	298,723	245,085	(53,638)
February	314,588	295,450	307,790	196,592	337,961	378,517	450,088	71,571
March	208,861	208,851	172,588	224,817	216,779	288,109	233,382	(54,727)
April	162,356	197,184	252,626	242,671	209,795	275,539	163,534	(112,005)
May	274,905	271,711	252,994	257,281	214,097	232,338	379,333	146,996
June	227,738	243,812	162,374	176,981	291,943	343,047	284,099	(58,947)
July	200,823	212,980	292,490	303,637	290,633	301,468	201,147	(100,321)
August	332,120	382,573	263,538	284,210	284,582	353,676		
September	258,750	258,911	247,409	261,933	375,585	313,654		
October	236,558	284,410	245,061	256,286	338,588	219,652		
November	304,516	300,043	236,016	223,853	276,530	429,239		
December	278,092	219,050	245,783	317,051	298,919	294,997		
Totals	**2,983,999**	**3,126,677**	**2,967,163**	**2,967,019**	**3,374,930**	**3,728,959**	**1,956,668**	**(161,072)**

Total 1.5% Sales Tax

	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	554,071	755,108	865,484	665,122	718,552	896,169	735,256	(160,913)
February	943,765	886,350	923,369	589,775	1,013,883	1,135,550	1,350,263	214,713
March	626,583	626,552	517,763	674,450	650,337	864,326	700,146	(164,180)
April	487,069	591,552	757,877	728,014	629,384	826,618	490,603	(336,014)
May	824,715	815,134	758,983	771,843	642,292	697,013	1,138,000	440,987
June	683,214	731,435	487,122	530,944	875,829	1,029,140	852,297	(176,842)
July	602,470	638,939	877,469	910,911	871,899	904,403	603,440	(300,963)
August	996,361	1,147,718	790,613	852,630	853,747	1,061,029		
September	776,250	776,733	742,228	785,798	1,126,756	940,962		
October	709,674	853,230	735,183	768,859	1,015,764	658,957		
November	913,547	900,130	708,049	671,559	829,589	1,287,718		
December	834,277	657,149	737,349	951,152	896,757	884,991		
Totals	**8,951,997**	**9,380,030**	**8,901,489**	**8,901,058**	**10,124,790**	**11,186,876**	**5,870,005**	**(483,214)**

City of Dickinson

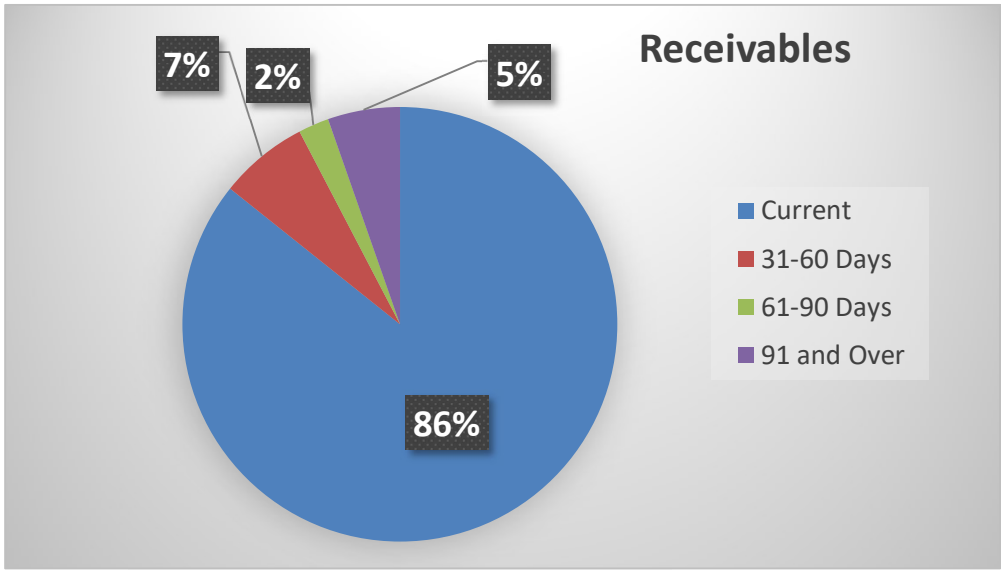
7/31/2024	Occupancy Tax Total Collections (Paid to CVB)		Sales Tax Revenue Monthly Breakdown					
	Occupancy Tax		1% Sales Tax		1/2% Sales Tax		Hospitality Tax	
	2023	2024	2023	2024	2023	2024	2023	2024
January	25,873	24,170	597,446	490,171	298,723	245,085	80,993	88,784
February	22,081	25,243	757,033	900,175	378,517	450,088	81,937	99,849
March	16,097	22,895	576,217	466,764	288,109	233,382	77,037	93,600
April	20,706	15,177	551,078	327,069	275,539	163,534	75,191	72,256
May	27,617	23,675	464,675	758,666	232,338	379,333	78,429	96,639
June	27,036	25,171	686,093	568,198	343,047	284,099	98,201	95,785
July	26,015	37,477	602,935	402,293	301,468	201,147	82,918	95,858
August	46,969	-	707,353	-	353,676	-	105,902	-
September	80,411	-	627,308	-	313,654	-	132,380	-
October	40,325	-	439,305	-	219,652	-	95,499	-
November	69,271	-	858,479	-	429,239	-	135,220	-
December	35,647	-	589,994	-	294,997	-	100,718	-
Total	**438,047**	**173,809**	**7,457,917**	**3,913,337**	**3,728,959**	**1,956,668**	**1,144,425**	**642,770**

	Intergovernmental Revenues							
	State Aid Distribution		Highway Distribution Tax		Oil Impact Revenue		Other Misc. Revenue Intergovernmental	
	2023	2024	2023	2024	2023	2024	2023	2024
January	189,768	173,974	123,168	120,921	1,379,453	1,582,335	-	-
February	226,505	262,961	111,303	108,532	1,192,840	1,396,215	-	-
March	184,004	181,844	86,510	93,317	1,246,296	1,369,677	4,332	-
April	176,214	127,143	105,233	94,096	1,230,965	1,304,302	-	-
May	180,327	245,132	99,875	97,576	1,254,441	1,513,616	4,424	-
June	223,438	205,687	96,104	93,719	1,223,107	1,486,384	25,651	19,030
July	217,702	164,498	113,233	116,419	1,244,544	1,379,645	5,114	-
August	239,196	-	74,660	-	1,202,366	-	-	-
September	234,047	-	101,199	-	1,783,432	-	-	-
October	197,963	-	111,324	-	1,509,862	-	-	-
November	258,158	-	100,894	-	1,669,712	-	-	-
December	218,608	-	518,354	-	1,628,239	-	24,381	-
Total	**2,545,930**	**1,361,238**	**1,641,858**	**724,579**	**16,565,258**	**10,032,174**	**63,902**	**19,030**

Aged Trial Balance Summary 7/31/2024

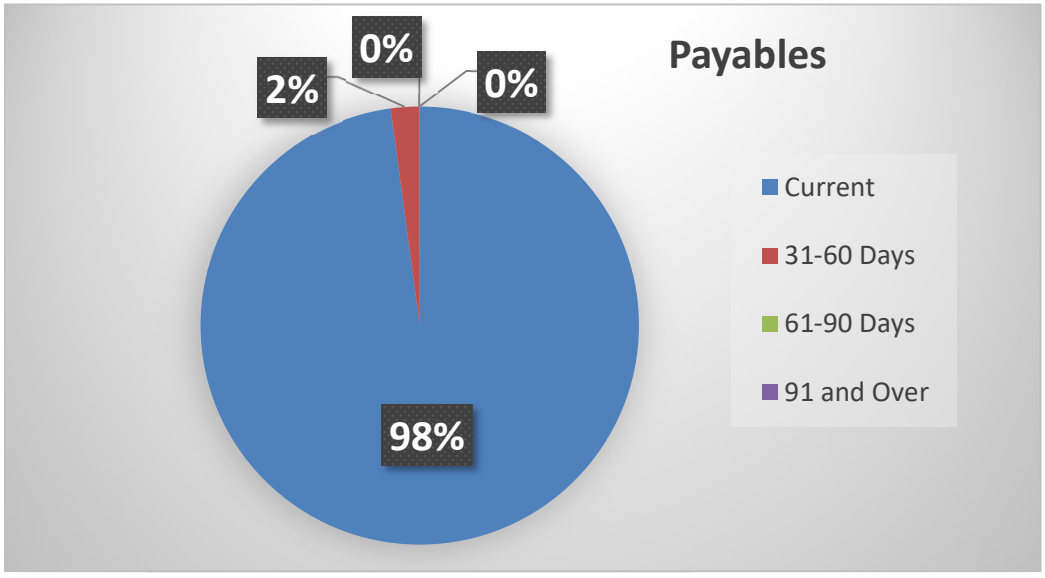
Accounts Receivable Aged Report Summary

Current	31-60 Days	61-90 Days	91 and Over	Total
$186,038.34	$50,490.54	$1,097.88	$14,892.69	$252,519.45



Accounts Payable Aged Report Summary

Current	31-60 Days	61-90 Days	91 and Over	Total
$151,323.25	$6,400.21	$3,875.57	$2,525.45	$164,124.48



Utility Revenue Summary
7/31/2024

	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
Water						
Consumption	$ 5,736,440	$ 6,082,613	$ 5,357,972	$ 5,346,827	$ 2,808,717	$ (2,538,110)
Meter Charges	$ 1,138,511	$ 1,146,953	$ 1,154,095	$ 1,142,569	$ 661,732	$ (480,837)
Flat Rate Wells	$ 1,140	$ 1,141	$ 1,080	$ 1,070	$ 620	$ (450)
Labor Sales & Service	$ 405	$ 360	$ 360	$ 510	$ 495	$ (15)
Connection Fees	$ 149,035	$ 172,079	$ 158,153	$ 187,700	$ 129,975	$ (57,725)
Bad Debts Recovered	$ -	$ -	$ 9,078	$ 18,333	$ 11,375	$ (6,958)
Water Vendor	$ -	$ -	$ 30,621	$ 23,386	$ 14,298	$ (9,088)
Other Misc Reveue	$ -	$ -	$ 41,581	$ 26,855	$ 18,258	$ (8,597)
Sewer						
Consumption	$ 1,462,721	$ 1,433,404	$ 1,348,383	$ 1,329,525	$ 755,949	$ (573,576)
Meter Charges	$ 1,525,480	$ 1,534,287	$ 1,543,413	$ 1,527,970	$ 885,153	$ (642,817)
Flat Rate Wells	$ 5,400	$ 5,400	$ 5,400	$ 5,352	$ 3,100	$ (2,252)
Septage Receiving Station	$ -	$ -	$ 31,992	$ 64,116	$ 42,427	$ (21,689)
Connection Fees	$ 99,450	$ 91,550	$ 81,800	$ 236,750	$ 68,041	$ (168,709)
Other Misc Reveue	$ -	$ -	$ 836,442	$ 827,031	$ 532,896	$ (294,135)
Solid Waste						
Utility Billing	$ 1,533,977	$ 1,569,909	$ 1,576,222	$ 1,585,175	$ 1,108,683	$ (476,492)
Commercial Landfill	$ 934,278	$ 812,800	$ 1,007,974	$ 848,730	$ 545,910	$ (302,820)
Gate Receipts	$ 421,411	$ 448,321	$ 539,687	$ 684,955	$ 398,638	$ (286,317)
UB Commercial Service	$ 1,474,946	$ 1,462,181	$ 1,484,111	$ 1,646,760	$ 1,147,648	$ (499,112)
Commercial Container Rent	$ 182,735	$ 220,795	$ 177,291	$ 220,416	$ 114,802	$ (105,614)
Recycle Income	$ -	$ -	$ 136,052	$ 71,322	$ 48,134	$ (23,188)
Other Misc Reveue	$ -	$ -	$ 175,707	$ 175,758	$ 109,065	$ (66,693)
General Fund						
Street Light Utility	$ 355,910	$ 391,843	$ 394,167	$ 389,410	$ 225,540	$ (163,870)
Storm Water						
Utility Billing	$ 314,276	$ 316,190	$ 317,917	$ 314,553	$ 182,371	$ (132,182)
Other Misc Reveue				$ 14,154	$ 5,892	$ (8,262)
Waste Water Treatment Plant						
Wastewater Reuse	$ 108,071	$ 305,141	$ 257,474	$ 240,795	$ 178,309	$ (62,486)
Total	**$ 15,336,115**	**$ 15,689,825**	**$ 16,409,499**	**$ 16,689,227**	**$ 9,819,719**	**$ (6,869,508)**

Note: A portion of January billing gets moved back to December of prior year based on audit requirements
2/3 of consumption and 1/3 of base charges billed on January 20th get moved back to prior year
2/3 of consumption, but none of the base charges billed on January 30th get moved back to prior year

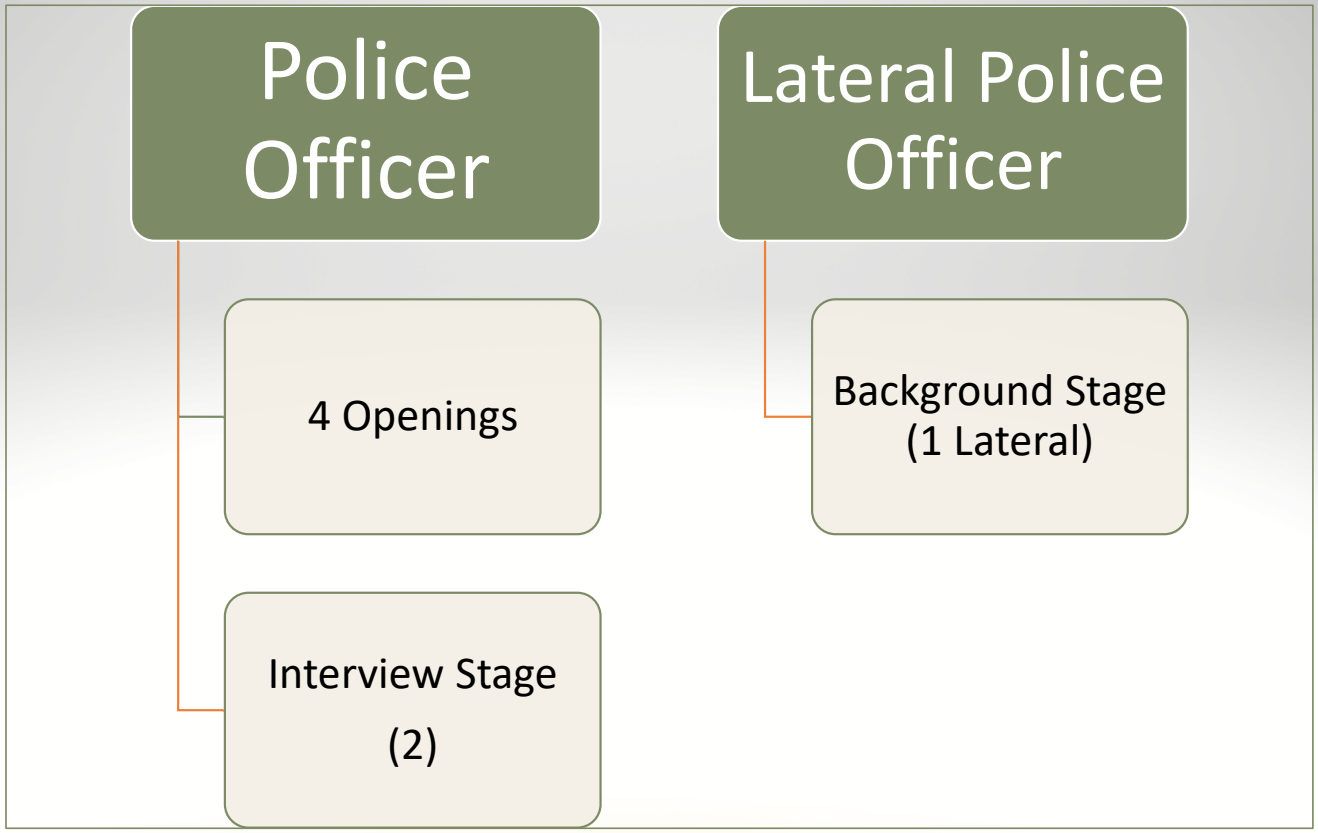
Human Resources

Hiring Journal

Presented by: HR Director

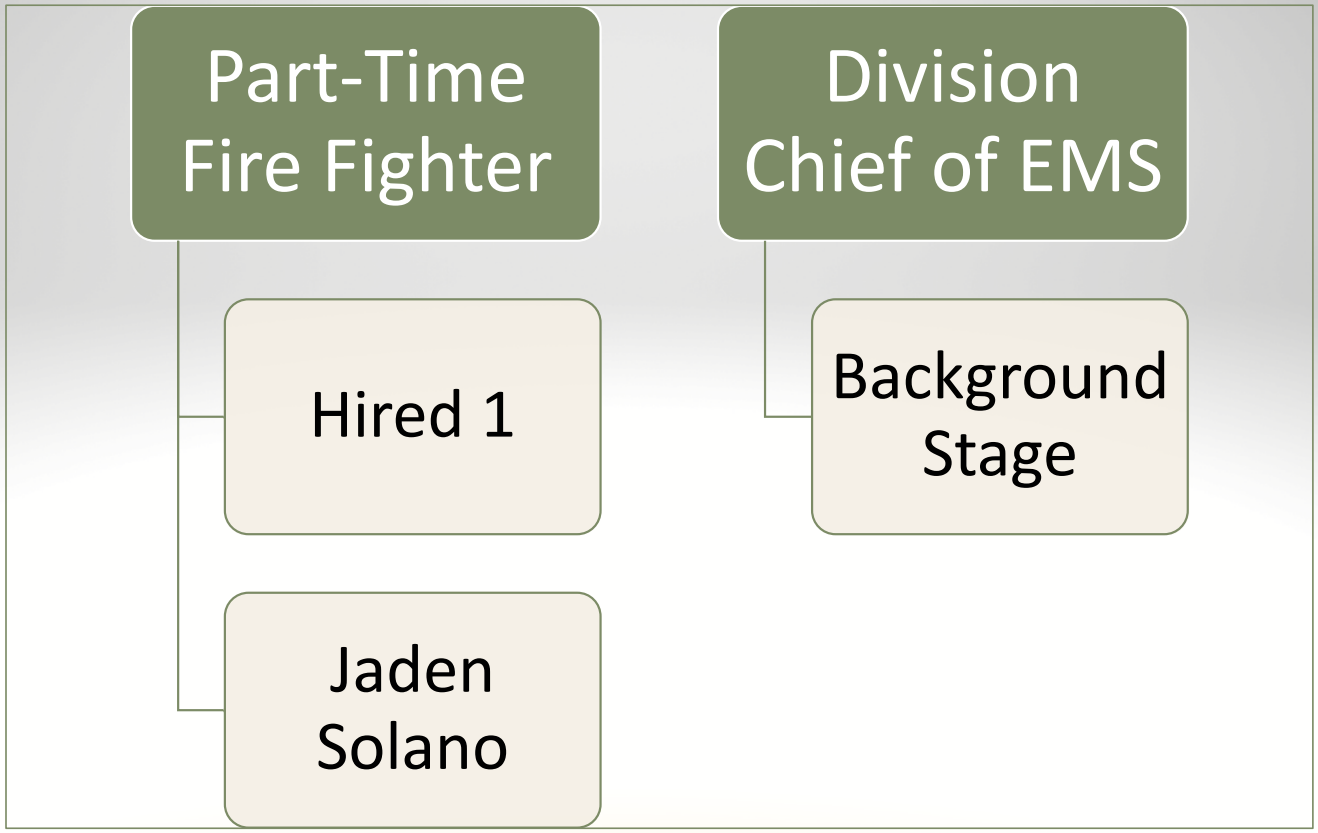
CITY OF Dickinson North Dakota

Police Department

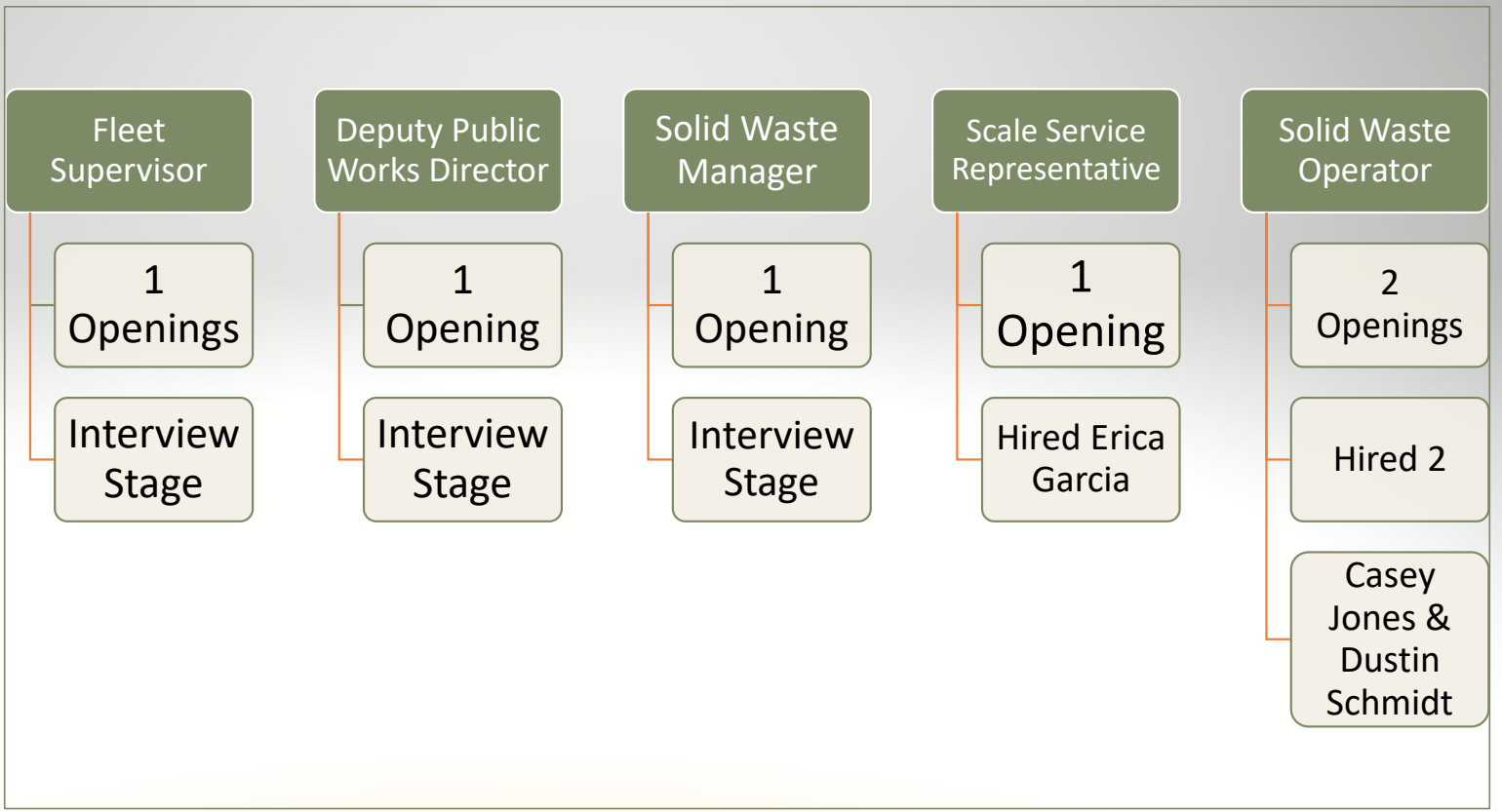


CITY OF Dickinson North Dakota

Fire Department

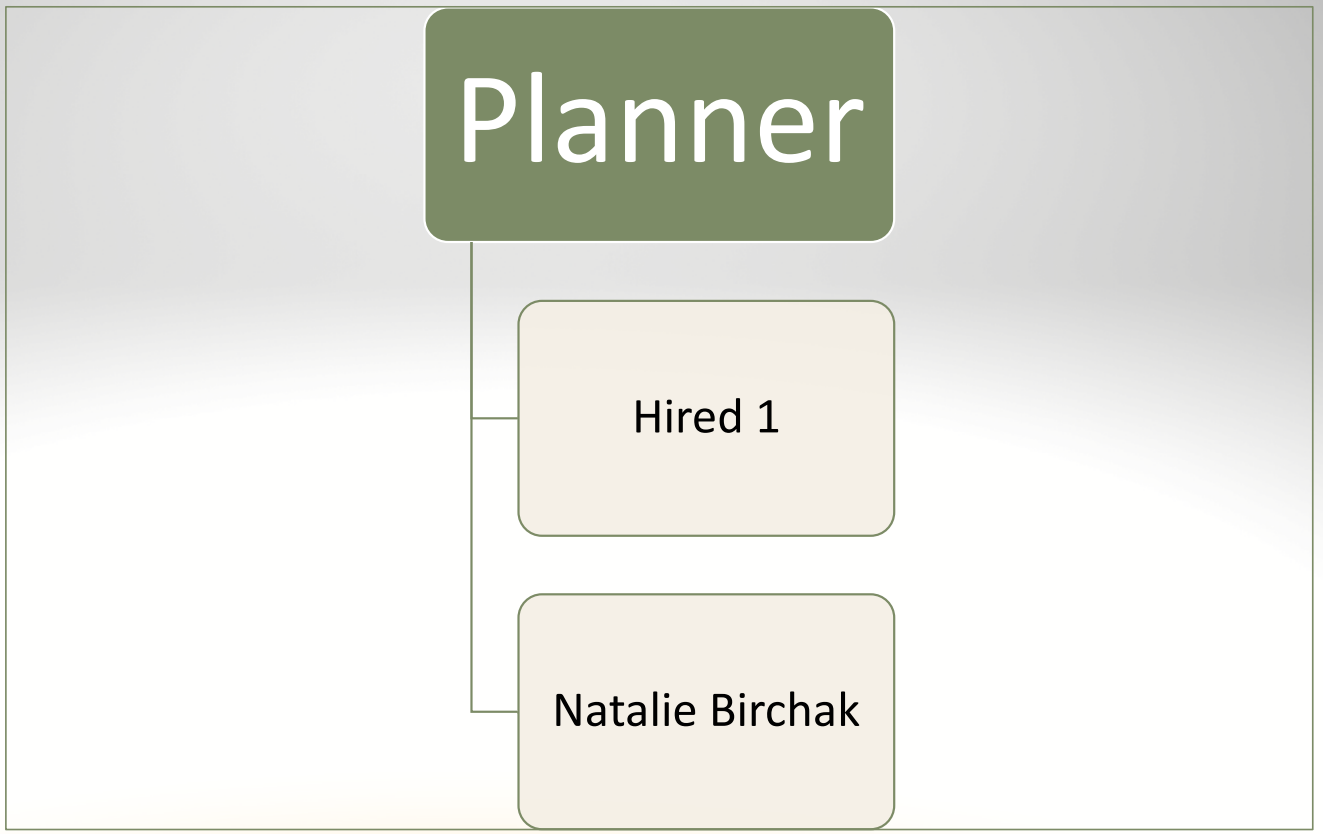


Public Works

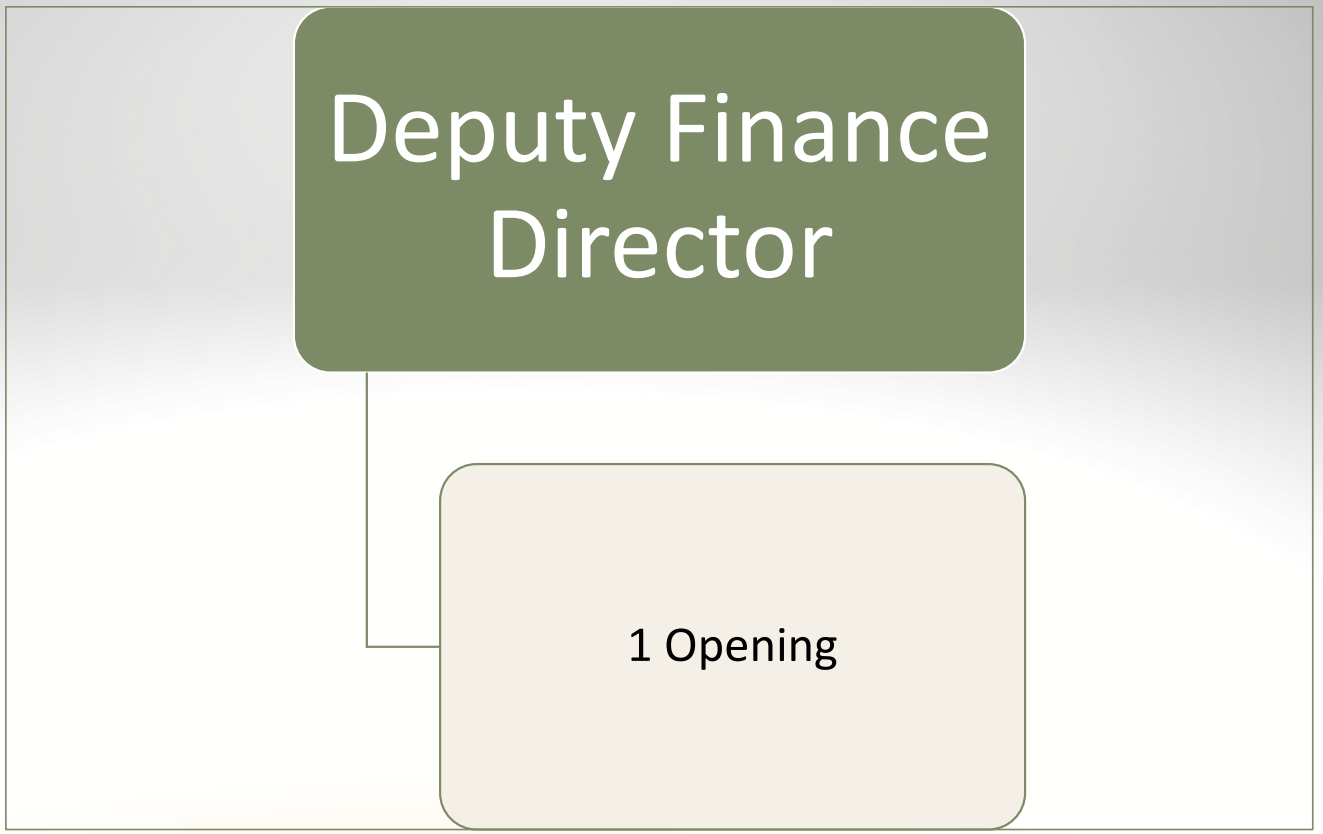


CITY OF Dickinson North Dakota

Community Development /Engineering



Finance



Library

Limited Hour Library Page

2 Openings

Questions?

CITY OF Dickinson North Dakota

Req #	Hiring Journal - August									Updated on 8/15/2024
	Position	Date opened:	Date closed:	# of days position is/was open	total applicants:	# of disqualified apps:	# withdrawn apps:	# of interviews:	# of declined offers:	Hired:
382	Police Officer (3 Openings)	5/6/2024	5/21/2024	15	5				0	No Hires
390	Police Officer	7/2/2024	7/26/2024	24	9	2	2	4	0	2nd interview
383	Lateral Police Officer (3 Openings)	5/6/2024	Until Filled		7	5	1	2	0	1 in background
394	Fleet Supervisor	7/17/2024	8/6/2024	20	8	1	0	7		Interview stage
391	Deputy Public Works Director	7/11/2024	8/11/2024	31	8	3		5		Interview Stage
393	Solid Waste Manager	7/17/2024	8/7/2024	21	7	4		3		Interview Stage
387	Solid Waste Operator (2 Openings)	6/12/2024	6/26/2024	14	11				0	Hired Casey Jones & Dustin Schmidt
389	Scale Service Repreentative	7/2/2024	7/16/2024	14	18	9	3	6		Hired Erica Garcia
385	Planner	5/30/2024	6/24/2024	25	9	5	0	4		Hired Natalie Birchak
347	Museum Center Volunteer - GENERAL	1/29/2024	Until Filled		2					
346	Museum Center Volunteer - HISTORY	1/29/2024	Until Filled		2		1	1		
360	Museum Center Volunteer - Paleo Collections	3/20/2024	Until Filled		4	1		2		1 in background
377	Part-Time Fire Fighter	4/16/2024	6/25/2024	70	7	0	1	6	1	Hired Jaden Solano
388	Division Chief of EMS	6/21/2024	7/5/2024	14	8	0	3	5	0	Background Stage
392	Seasonal Legacy Square Maintenance Worker	7/16/2024	8/5/2024	20	4	0	3	1	0	Hired Collin Pietrowski
395	Limited Hour Library Page	8/8/2024	8/16/2024	8						
396	Deputy Finance Director	8/14/2024	8/28/2024	14						

5th Street SE Task Order Amendment to Highlands Engineering

Presented by: City Engineer/Community Development Director, Josh Skluzacek

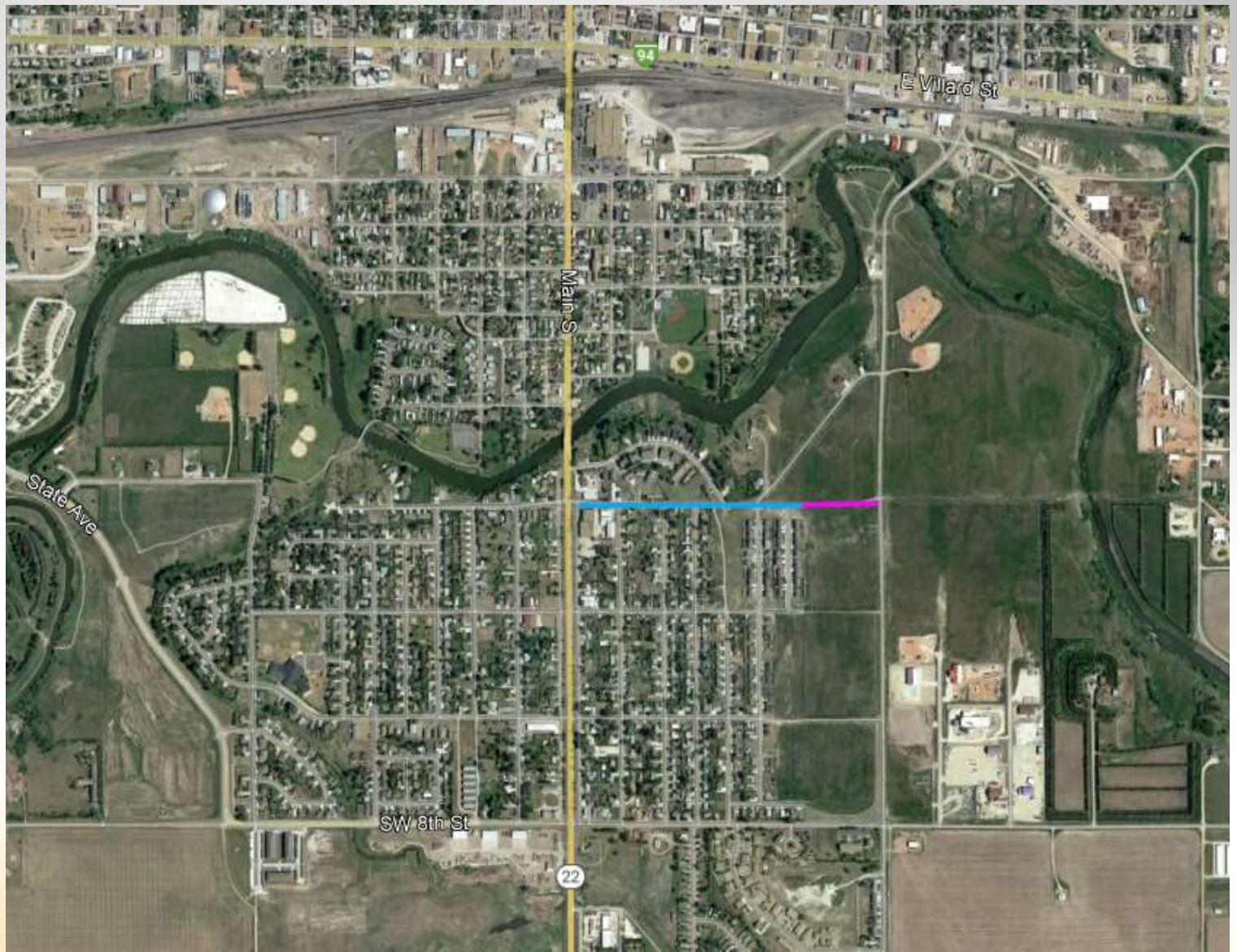
Consideration to Approve

CITY OF Dickinson North Dakota

5th St. SE – 3rd Ave. W. to 6th Ave. SE.

New Construction: MAGENTA

Microsurface/Mill & Overlay: BLUE



CITY OF Dickinson North Dakota

CITY OF Dickinson North Dakota

Engineering Memorandum

August 14, 2024

RE: August 20th Commission Meeting

5th ST. SE – 3rd AVE. W. to 6th AVE. SE - TASK ORDER AWARD AMENDMENT TO HIGHLANDS ENGINEERING & SURVEYING, PLLC

For your consideration is a task order amendment with Highlands Engineering & Surveying, PLLC to perform a noise analysis study in accordance with Federal Highway Administration requirements for 5th Street Southeast from 3rd Avenue West to 6th Avenue Southeast project for the amount as specified in the task order of **$31,900.00**. This task order was originally approved at the March 5, 2024 City Commission meeting. The City Attorney has reviewed this task order, and has no comments. This phase of the project is to be paid for using Gross Production Tax (GPT).

The noise analysis study is required due to the new segment of roadway to be constructed.

This project was initially scoped and submitted to the North Dakota Department of Transportation (NDDOT) for Federal Highway Administration financial aid for the project (80.93% federally funded and approved for 2027 in the State Transportation Improvement Plan).

The city engineering staff recommends approval.

TASK ORDER

This is Task Order No. **241335-02**, consisting of **3** pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated **January 10, 2018** ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

a. Effective Date of Task Order: **August 6, 2024**

b. Owner: **City of Dickinson, ND**

c. Engineer: **Highlands Engineering & Surveying, PLLC**

d. Specific Project (title): **5th Street SE – S Main Ave to 6th Ave SE**
Noise Analysis

e. Specific Project (description): The general scope of the project is to provide a Noise Analysis in accordance with FHWA regulations for the above referenced project.

2. Services of Engineer

A. The specific services to be provided or furnished by Engineer under this Task Order are:

set forth in Attachment 1 – Proposal dated 7/29/24 from KLJ.

B. Resident Project Representative (RPR) Services

If the scope of services established in Paragraph 2.A above includes RPR services, then Exhibit D of the Agreement is expressly incorporated in this Task Order by reference.

~~C. Designing to a Construction Cost Limit~~

~~Under this Task Order Engineer will design to a Construction Cost Limit, subject to the terms of Paragraph 5.02 of the Agreement and of Exhibit F to the Agreement. Exhibit F is expressly incorporated by reference. The Construction Cost Limit is $[ ]. The bidding or negotiating contingency to be added to the Construction Cost Limit is [ ] percent.~~

D. Other Services

Engineer shall also provide the following services: **Highlands Engineering will provide subcontract coordination with KLJ for their services.**

E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.
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3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are: **N/A**

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B.

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

Work to be complete by the end of 2024.

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

1. Payments to the Engineer shall be the amount billed by the Subconsultant to Engineer times a factor of **1.10** in accordance with the Agreement. The total project amount will be **$31,900**.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order:

None

8. Other Modifications to Agreement and Exhibits:

None

9. Attachments:

Attachment 1 – **Proposal dated 7/29/24 from KLJ.**

10. Other Documents Incorporated by Reference:

None

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

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The Effective Date of this Task Order is **August 6, 2024**.

OWNER:		ENGINEER:	
By:		By:	
Print Name:		Print Name:	KC Homiston, PE/LS
Title:		Title:	Principal
Date Signed:		Date Signed:	
		Engineer License or Firm's Certificate No. (if required):	
		State of:	North Dakota – COCP #805
Address for Owner's receipt of notices:		Address for Engineer's receipt of notices:	
			Highlands Engineering
			319 24th Street East
			Dickinson, ND 58601
DESIGNATED REPRESENTATIVE (Paragraph 8.04):		DESIGNATED REPRESENTATIVE (Paragraph 8.04):	
			Andrew Schrank, PE
Title:		Title:	Project Manager
Phone Number:		Phone Number:	701-483-2444
E-Mail Address:		E-Mail Address:	schrank@highlandseng.com

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2750 Blue Water Rd, Suite 100
Eagan, MN 55121
651-222-2176
kljeng.com

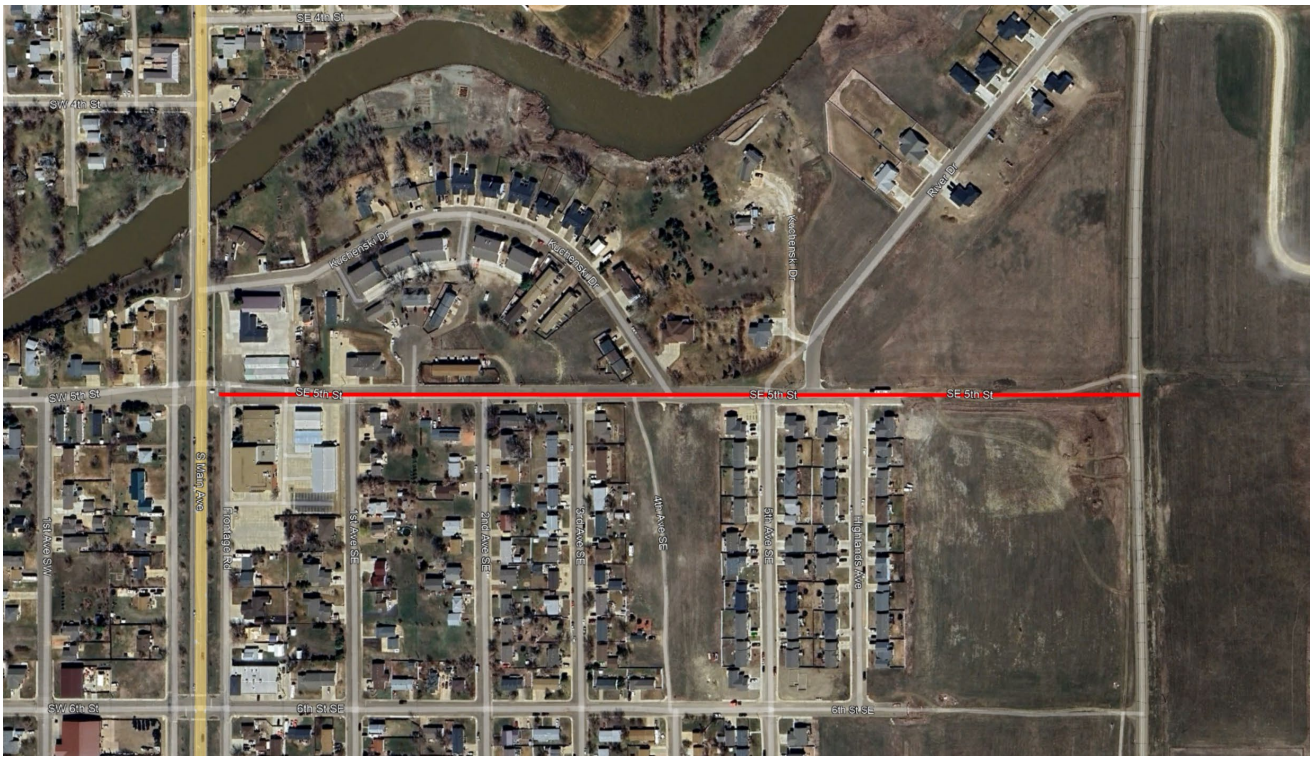
Date: July 29, 2024

To: Andrew Schrank, PE, CFM – Highlands Engineering & Surveying, PLLC

From: John Crawford, PE, PTOE and Veronica Richfield, PE, PTOE, RSP2 – KLJ Engineering

RE: 5th Street SE Improvements from S Main Ave to 6th Ave SE
City of Dickinson, North Dakota
Traffic Noise Study Proposal

This document presents a proposed scope of services for a traffic noise study to be completed for the reconstruction of 5th St SE within the City of Dickinson, North Dakota. The project limits span approximately one-half mile from S Main Ave to 6th Ave SE. Due to the project's use of federal funding and its inclusion of a new roadway alignment, it is anticipated the proposed improvements qualify as a Type I project and therefore warrant a traffic noise study as defined by Title 23 Code of Federal Regulations Part 772 (23 CFR 772). The following scope of services is based on this assumption.



Scope of Services

A traffic noise study will be conducted in accordance with the North Dakota Department of Transportation (NDDOT) *Noise Policy and Guidance* (revised June 2020). This Policy describes NDDOT's implementation of the requirements established in 23 CFR 772 and concurred with by FHWA. The analysis will be conducted using the Federal Highway Administration (FHWA) TNM 2.5 modeling software and following appropriate NDDOT and FHWA regulations and guidance.

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1. Data Collection

A. Project Information

Collect available information about the proposed project and its corresponding project area, including existing and proposed roadway alignments and profiles, digital elevation data, planned developments, and conduct a review of any pertinent GIS and aerial photo data layers and information related to noise sensitive receptors and physical characteristics of the surrounding environment. Establish the traffic noise study area and identify the noise sensitive receptors and the associated common noise environments (CNEs).

B. Noise Measurement Plan

Prepare and submit a Noise Measurement Plan or equivalent memorandum to the City of Dickinson for review, and NDDOT for review and approval of identified receptors, CNEs, and proposed noise monitoring sites prior to performing a field visit.

C. Noise Monitoring

Prepare for and perform a field visit of the project site to verify the noise sensitive receptors and conduct noise monitoring at up to five locations per standards and guidance, providing summary results, preparing noise monitoring logs, and incorporating into the draft noise report appendix.

D. Traffic Volume Data

Process Existing, Future No Build, and Future Build traffic data for inclusion into FHWA TNM 2.5 software. Existing and forecasted peak hour traffic volumes, vehicle classifications (automobiles, medium trucks, and heavy trucks), and operating speeds associated with a project-specific traffic study will be provided by Highlands Engineering. Therefore, **traffic count collection, calibration, and forecasting are not included in the scope**. For any minor/low-volume roadways for which traffic data is not available, KLJ will apply engineering judgment to establish estimated values.

Assumptions

- The City of Dickinson will provide information on any recent, ongoing, or future planned development within the established noise study area.
- The City of Dickinson will coordinate notification to property owners regarding right of entry to conduct non-invasive exterior noise measurements.
- Expenses will include up to two (2) nights of hotel accommodation for one (1) staff, and up to three (3) days of meals and incidentals per diem.
- The following items will be provided by Highlands Engineering & Surveying, PLLC:
    - Base mapping: topography, triangular irregular networks (TIN) file, digital terrain model (DTM) file
    - Existing alignment/survey
    - Construction limits
    - Project limits
    - Right-of-way and property line information
    - Project scoping document
    - Signed geometric layout

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- Traffic data and traffic analyses/studies conducted for corridor study

2. Noise Analysis

A. Base Noise Model Development and Validation

Develop the base noise model for the project utilizing FHWA TNM 2.5 software. Features to be included in the model, in addition to travel lanes and traffic volumes, may include buildings, large water features, notable terrain topography, traffic control devices, and large parking lots. This effort will include validating and revising, as applicable, the base model versus the recorded field noise measurements.

B. Existing, Future No Build, and Future Build Noise Model Development

Develop the Existing, Future No Build, and Future Build scenario noise models in FHWA TNM 2.5 software. Each scenario will be tailored to represent the physical, geometric, and traffic operations characteristics respectively.

C. Noise Barrier Warrant Analysis

Perform barrier warrant analyses for all modeled receptors in order to identify impacted areas where barriers may be warranted and require modeling and analysis.

Assumptions

The following components are **not included in this scope or fee.**

- Barrier Modeling or Feasibility and Reasonability Analysis
  - If the results of the Barrier Warrant Analysis were to identify any noise impacts to receptors as defined by the NDDOT *Noise Policy and Guidance*, the concept development, modeling, and effectiveness analysis of noise mitigation would be required. If applicable, this task may be added in a future contract amendment.
- Community Noise Engagement and Solicitation of Benefited Receptors
  - If the results of the noise study were to indicate noise mitigation is initially feasible and reasonable, a public engagement and solicitation process would be required. If applicable, this task may be added in a future contract amendment.

3. Reporting

A. Draft and Final Report

Prepare a traffic noise study report including the requisite content in accordance with the NDDOT *Noise Policy and Guidance*. The report shall include documentation of the analysis including the associated TNM 2.5 output exhibits and applicable maps.

A draft report will be submitted to the client, City of Dickinson, and NDDOT for review. Comments received on the draft report will be documented and incorporated into the final report. A final report incorporating required revisions will be submitted after receiving and addressing feedback from all applicable parties.

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4. Project Management

A. Meetings

Coordinate and communicate with parties as appropriate throughout the noise study process:

- Kickoff Meeting: Schedule and facilitate a project kickoff meeting to confirm the basic project objectives, solidify a work plan, and obtain consensus on the project requirements.
- Consultant Coordination Meeting(s): Up to two (2) meetings with Highlands Engineering for design and other data exchanges and miscellaneous project logistics.
- State Noise Analysis Unit Meeting(s): Up to two (2) meetings with State Noise Analysis Unit as necessary for coordination throughout the noise study development process.
- Noise Report Approval Meeting(s): Up to two (2) meetings with State and FHWA staff as needed for approval of the final traffic noise analysis report.

B. Administration

Prepare invoices accompanied by supporting data for direct expenses in accordance with a client invoicing template, if provided.

C. Quality Management

Conduct quality assurance and quality control for all project analyses and deliverables.

Fee

The aforementioned work will be completed for a fee of **$29,000.00**. This fee assumes that there will be no travel related to this study beyond the Noise Monitoring task and that all meetings will be attended by KLJ virtually. Additional services, such as other meetings or hearings, traffic counts, or requests for further analysis, could be provided on a time and materials basis after receiving written authorization for the additional work. Note that this scope, fee, and schedule will be valid until December 31, 2024.

Thank you for giving us the opportunity to propose on these services.

Construction Project Manager (Reclassification)

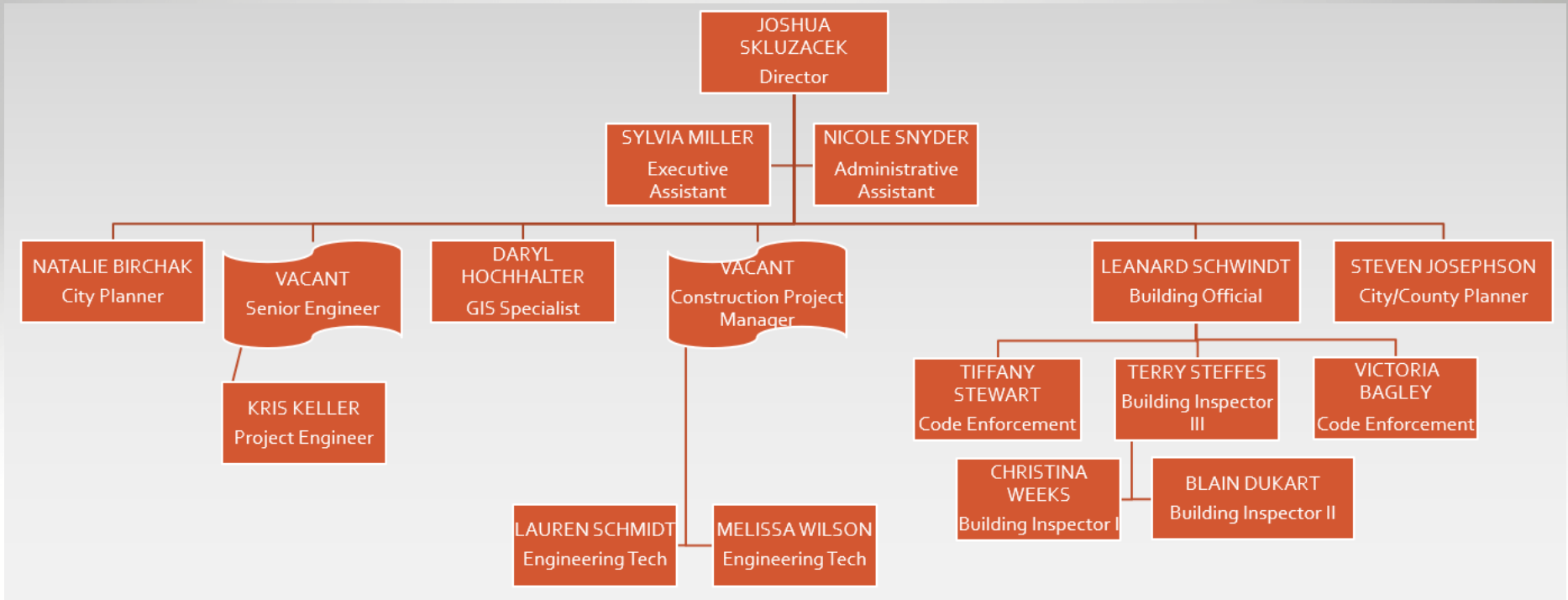
Presented by: Joshua Skluzacek

Commission Work Session Date: August 20, 2024

CITY OF Dickinson North Dakota

Team Organization Chart

Build the Leadership Team First



CITY OF Dickinson North Dakota

Senior Engineer from Assistant City Engineer &
Construction Project Manager from Chief Engineering Technician

- Build the Leadership Team First
- Positions fit in current budget for 2024
- Proposed Pay Grade 19 from 15
- Key Attributes:
  - Standardization
  - Responsible for all construction work in City of Dickinson Right-of-Way & Private Development
  - Bachelor's Degree in Engineering or Construction Management and five years of experience in a construction engineering role
  - Minimum of 5-years experience in a supervisory or lead role
- Special Requirements:
  - North Dakota Safety Council Flagger Certification
  - North Dakota Department of Transportation Erosion and Sediment Control Certification
  - North Dakota Department of Transportation Technical Certification Program
  - American Public Works Association Certified Public Infrastructure Inspector Certification

CITY OF Dickinson North Dakota

CONSTRUCTION PROJECT MANAGER

POSITION SUMMARY

This position is responsible for project execution and performing a variety of construction engineering tasks. Responsible for all construction work in the City of Dickinson Right-of-Way. Work is performed under the managerial direction of the City Engineer. Supervision is exercised over engineering technician support staff.

RESPONSIBILITIES

Essential Duties:

- Assists the City Engineer in administration and management of division activities.
- Holds the construction safety as the highest priority
- Serves as construction engineer on engineering capital improvement and new development projects; conducts field work, survey, research, preliminary and final design and constructability reviews; performs value engineering evaluations and cost estimates; determines construction quantities, manages project quality control; coordinates projects among outside agencies, property owners, other city departments and other divisions within the department; prepares reports and memos describing the project; conducts inspections of work.
- Performs inspections and maintains records on projects.
- Reviews and comments on development submittals.
- Reviews project plans prior to construction, and as-built plans submittals after construction is completed.
- Drafts memos for City Commission consideration.
- Reviews and modifies various construction standards and specifications.
- Has a strong working knowledge of construction materials and quality control requirements
- Participates in master planning of infrastructure needs for the City.
- Implements department policies and assists in determining department policies and budgetary needs.
- Answers inquiries and complaints from the public regarding City of Dickinson infrastructure.
- Provides information to and works with architects, engineers, contractors, developers and the like to ensure adherence to proper standards and codes.
- Coordinates with all Resident Project Representatives working on behalf of the City of Dickinson
- Performs other duties of a similar nature or level.

Knowledge, Skills and Abilities (position requirements at entry):

- Knowledge of construction planning, sequencing, bidding, and execution.

Deleted: CHIEF ENGINEERING TECHNICIAN¶

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Deleted: Responsible for the oversight and supervision of respective area and personnel within the Engineering inspection department. Reviews plans, specifications and department submittals for compliance with federal, state and city requirements. Inspects public works projects and subdivisions construction within city rights-of-way to ensure that required improvements are in compliance with approved plans and specifications. Provides responsible and complex technical support to the Engineering and Public Works Division. Coordinates development construction in City right-of-way with City's consultant for Construction Management.¶

Deleted: <#>Supervise Engineering Department Technicians, including assigning and reviewing work, training, completing performance evaluations, and making recommendations regarding hiring, terminating, and disciplining.¶
<#>May help prepare annual budget and monitor expenditures.¶
<#>Approve and inspect excavation/grading permits on private property following approval of Storm Water Management Plan. Enforce construction permit policies and procedures.¶
<#>Monitor and enforce Storm Water Pollution Prevention Plans (SWPPPs) required by the National Pollutant Discharge Elimination System (NPDES).¶
<#>Conduct site inspection for new projects and subdivisions including dirt work, utilities, storm sewers and concrete structures and paving, sidewalks, SWPPPs and other erosion controls and franchised utility work; record general and detailed conditions by reports, photography and videography; verify compliance with proposed plans and specifications; monitor and record construction activity including testing, results of phasing and equipment and safety standards; refer discrepancies with appropriate project staff member. Work with Public Works on MS4.¶
<#>Attend and participate in a variety of project meetings including pre-bid, preconstruction Weekly Status and post construction meetings. ¶
<#>Provide and verify completion of all phases of construction paperwork including attendance, construction project call list, required permit, contact names - phone numbers, weekly reports for the City Engineer.¶
<#>Review residential and commercial building site plans and specifications for planned work within City right-of-way;¶
<#>Answer questions regarding, city ordinance compliance, and citizens' complaints; ¶
<#>Establish and maintain working contact with project staff and contractors regarding project progress and changes including testing, engineering, planning and established parameters; participate in the collection of various utility information including current and proposed locations.¶
<#>Prepare, review and update a variety of reports including daily project reports, monthly pay estimates and project status reports.¶ ...

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Deleted: <#>Knowledge of technical and administrative aspects of utility inspections; management of consultant engineers, developers and contractors; ¶
<#>Knowledge of and ability to read and interpret engineering standards, specifications and construction best practices;¶
<#>Knowledge of city ordinances; building codes; contractor licenses; and regulations and guidelines prepared by the federal, state and city entities;¶ ...

CONSTRUCTION PROJECT MANAGER

- Knowledge of material properties, applications, and requirements when executing construction projects.
- Knowledge of suitable computer applications such as Microsoft 365.
- Knowledge of construction standards and regulations.
- Ability to plan, organize, coordinated, assign and evaluate the work of subordinate staff.
- Ability to operate personal computers and computer aided drafting processes such as GIS.
- Ability to maintain a variety of technical records.
- Ability to communicate effectively, both orally and in writing to prepare technical construction related reports.
- Ability to establish and maintain effective working relationships with other employees, engineers and contractors and the general public.
- Ability to operate surveying equipment in the field and to maneuver on foot around construction sites, on uneven terrain

QUALIFICATIONS

Education and Experience (position requirements at entry):

- Bachelor's Degree in Engineering or Construction Management and five years of experience in a construction engineering role
- Or an equivalent combination of training and experience.
- A minimum of five years of experience in a supervisory or lead role.

Special Requirements:

- Valid Driver's License
- North Dakota Safety Council Flagger Certification
- North Dakota Department of Transportation Erosion and Sediment Control Certification
- North Dakota Department of Transportation Technical Certification Program
- American Public Works Association Certified Public Infrastructure Inspector Certification

WORKING CONDITIONS

Environment:

- Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.
- Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use

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Deleted: Judgment/Decision Making:¶
<#>Develops objectives, policies and procedures within the general scope of the department goals and plans.¶
<#>Exercise independent judgment in normal day-to-day operations. Solve complex issues under the direction of supervisor;¶
<#>Strategic issues are referred to supervisor.¶
<#>Decisions must be accurate to ensure safety of employees and the public;¶

Deleted: RELATIONSHIPS¶
¶
Leadership/Supervisory Responsibilities:¶
<#>Supervise Engineering Department Technicians.¶
<#>Manages consultant engineers and contractors contracted with the City.¶
<#>Organizes and supervises the work activities of staff.¶
<#>Makes recommendations for personnel issues such as hiring, training, performance reviews, and discipline.¶
¶
Relation to Others:¶
<#>Regular contact with others including the general public, consultant engineers, private utility representatives, materials testing labs, contractors and staff. Contact usually involves discussion related to interpretation of Engineering policies and/or programs.¶
<#>May handle sensitive and/or complex information as supervisor allows. ¶
<#>Assess and diffuse problem situations and requires influencing others to reach consensus. Explores alternative and creative solutions to meeting the needs of customers.¶
<#>Communication is generally one-on-one and may include an occasional small group meeting. ¶

Deleted: SKILLS

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Deleted: <#>High school diploma, or its equivalent. Associates degree in Engineering Technology or equivalent preferred. Technical trade certificate in a trade that relates to utilities; at least two years of college in pursuit of a degree required.¶
<#>Five years increasingly responsible experience in engineering, public works or other technical field including experience in technical design, construction engineering or technical inspections or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities. Minimum of two years documented experience in a supervisory or lead role.¶

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Deleted: (upon hire).

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Deleted: <#>NDDOT Asphalt Pavement Inspection Certification¶
<#>NDDOT Aggregate and Asphalt Mix Testing Certification¶
<#>APWA Certified Public Infrastructure Inspector Certification¶

CONSTRUCTION PROJECT MANAGER

of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.
Work conditions involve some exposure to moderate risk of accident and require following basic safety precautions. Requires prolonged standing and/or walking, handling moderate weight objects and/or using or carrying equipment. Work may require routine travel.

Classification: Grade 19
FLSA: Exempt
Created and updated to new format: 08/27/2013; 10/21/14, 06/23/2022
Approved by CSC: 08/30/2013; 10/22/14
Approved by City Commission: 9/3/2013
Reviewed and updated by: Engineer Kubas, HR Coordinator Nameniuk, 6/7/18, 7/29/2024 by

Deleted: CHIEF ENGINEERING TECHNICIAN¶
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Deleted: Working conditions involve frequent exposure to moderate risk of accident and required following basic safety precautions; frequent exposure to unpleasant elements such as loud noises, dirt, extreme temperatures, chemicals, fumes, gases, dust, smoke, etc.. Physical demands include moderate physical activity that includes prolonged standing and/or walking, handling moderate weight objects and/or using or carrying equipment. Movement may be restrained or confined. Work may require routine travel.¶
<#>Hazards or the risk of injury are generally protected against and predictable.¶
<#>Incumbent may be required to be on call, work overtime or on weekends.¶
<#>Will be expected to lift up to 50 pounds of force occasionally, and/or up to 20 pounds of force constantly.¶
Deleted: Grade 15
Deleted: Non-Exempt

CONSTRUCTION PROJECT MANAGER

POSITION SUMMARY

This position is responsible for project execution and performing a variety of construction engineering tasks. Responsible for all construction work in the City of Dickinson Right-of-Way. Work is performed under the managerial direction of the City Engineer. Supervision is exercised over engineering technician support staff.

RESPONSIBILITIES

Essential Duties:

- Assists the City Engineer in administration and management of division activities.
- Holds the construction safety as the highest priority
- Serves as construction engineer on engineering capital improvement and new development projects; conducts field work, survey, research, preliminary and final design and constructability reviews; performs value engineering evaluations and cost estimates; determines construction quantities, manages project quality control; coordinates projects among outside agencies, property owners, other city departments and other divisions within the department; prepares reports and memos describing the project; conducts inspections of work.
- Performs inspections and maintains records on projects.
- Reviews and comments on development submittals.
- Reviews project plans prior to construction, and as-built plans submittals after construction is completed.
- Drafts memos for City Commission consideration.
- Reviews and modifies various construction standards and specifications.
- Has a strong working knowledge of construction materials and quality control requirements
- Participates in master planning of infrastructure needs for the City.
- Implements department policies and assists in determining department policies and budgetary needs.
- Answers inquiries and complaints from the public regarding City of Dickinson infrastructure.
- Provides information to and works with architects, engineers, contractors, developers and the like to ensure adherence to proper standards and codes.
- Coordinates with all Resident Project Representatives working on behalf of the City of Dickinson
- Performs other duties of a similar nature or level.

Knowledge, Skills and Abilities (position requirements at entry):

- Knowledge of construction planning, sequencing, bidding, and execution.

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CONSTRUCTION PROJECT MANAGER

- Knowledge of material properties, applications, and requirements when executing construction projects.
- Knowledge of suitable computer applications such as Microsoft 365.
- Knowledge of construction standards and regulations.
- Ability to plan, organize, coordinated, assign and evaluate the work of subordinate staff.
- Ability to operate personal computers and computer aided drafting processes such as GIS.
- Ability to maintain a variety of technical records.
- Ability to communicate effectively, both orally and in writing to prepare technical construction related reports.
- Ability to establish and maintain effective working relationships with other employees, engineers and contractors and the general public.
- Ability to operate surveying equipment in the field and to maneuver on foot around construction sites, on uneven terrain

QUALIFICATIONS

Education and Experience (position requirements at entry):

- Bachelor's Degree in Engineering or Construction Management and five years of experience in a construction engineering role
- Or an equivalent combination of training and experience.
- A minimum of five years of experience in a supervisory or lead role.

Special Requirements:

- Valid Driver's License
- North Dakota Safety Council Flagger Certification
- North Dakota Department of Transportation Erosion and Sediment Control Certification
- North Dakota Department of Transportation Technical Certification Program
- American Public Works Association Certified Public Infrastructure Inspector Certification

WORKING CONDITIONS

Environment:

- Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.
- Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary

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CONSTRUCTION PROJECT MANAGER

Work and the worker sits most of the time, the job is rated for Light Work.

- Work conditions involve some exposure to moderate risk of accident and require following basic safety precautions.
- Requires prolonged standing and/or walking, handling moderate weight objects and/or using or carrying equipment. Work may require routine travel

Classification: Grade 19
FLSA: Exempt
Created and updated to new format: 08/27/2013; 10/21/14, 06/23/2022
Approved by CSC: 08/30/2013; 10/22/14
Approved by City Commission: 9/3/2013; _____ reclassify Chief Engineering Technician-Grade 15 to Construction Project Manager-Grade 19
Reviewed and updated by: Engineer Kubas, HR Coordinator Nameniuk, 6/7/18, 7/29/2024 by Josh Skluzacek, HR Nameniuk

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Senior Engineer (Reclassification)

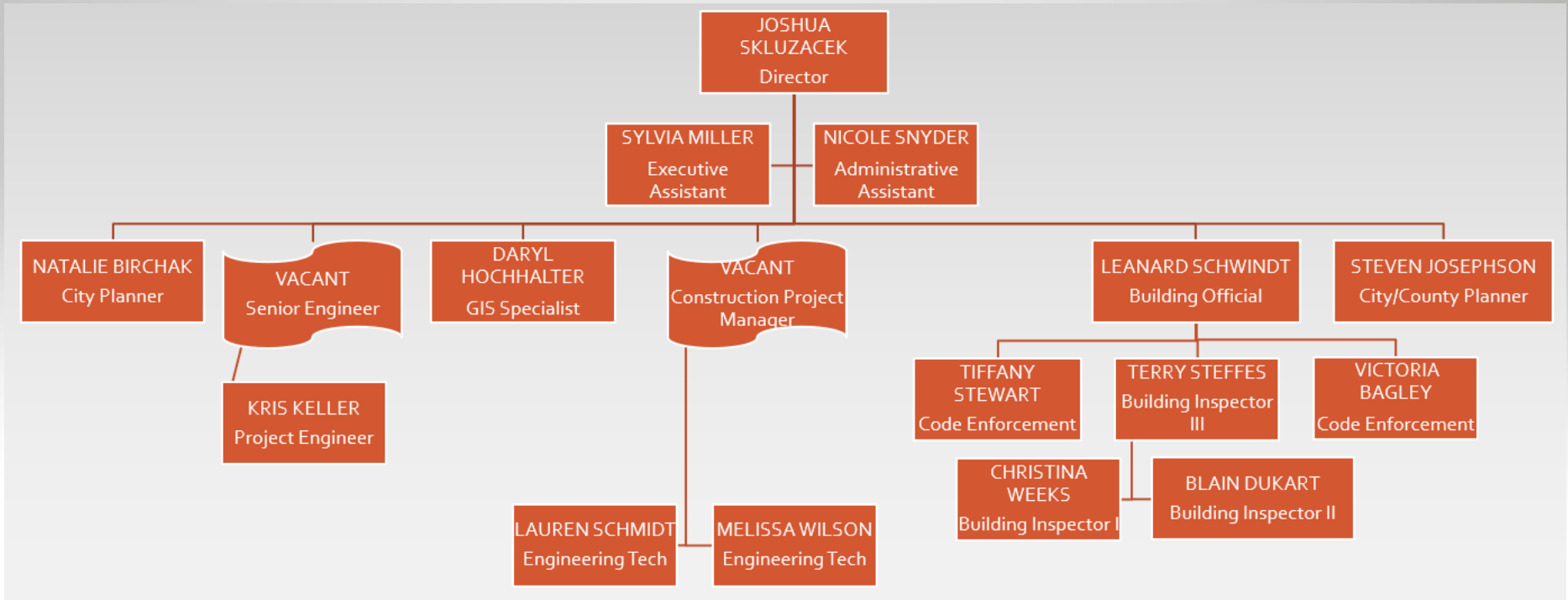
Presented by: Joshua Skluzacek

Commission Work Session Date: August 20, 2024

CITY OF Dickinson North Dakota

Team Organization Chart

Build the Leadership Team First



CITY OF Dickinson North Dakota

Senior Engineer from Assistant City Engineer &

- Build the Leadership Team First
- Positions fit in current budget for 2024
- Proposed Pay Grade 22 from 19
- Key Attributes:
  - Standardization
  - Larger dollar, higher complexity projects
  - Must be a Licensed Professional Engineer with ability to become licensed in ND within 6-months
  - Six years of increasingly responsible experience with two years of supervisory responsibility

CITY OF Dickinson North Dakota

SENIOR ENGINEER

POSITION SUMMARY

This position is responsible for technical civil engineering and supervisory engineering work performing a variety of engineering tasks. Work is performed under the managerial direction of the City Engineer. Supervision is exercised over lower-level engineering support staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assists the City Engineer in administration and management of division activities.
- Serves as project manager on engineering capital improvement projects of larger complexity, spend, and risk; conducts field work, survey, research, preliminary and final design; determines construction quantities, writes proposals, prepares contract documents and right of way and easement descriptions, and estimates costs; coordinates project among outside agencies, property owners, other city departments and other divisions within the department; prepares reports and memos describing the project; conducts inspections of work
- Reviews and comments on development submittals.
- Reviews plans for a variety of capital improvement projects as listed below but not limited to; streets, sidewalks, curbs, sanitary sewers, water mains and storm drainage submitted for private developments within the City ensure compliance with regulations and standards; reviews "as-built" plans submitted after construction is completed.
- Prepares engineering designs, plans, specifications and cost estimates for the construction of streets, sidewalks, curbs, sewers, water mains, storm drains and the like; participates in public hearings, right of way acquisitions, finalizing plans, and drafting specifications.
- Drafts memos for City Commission consideration.
- Reviews and modifies various ordinances.
- Participates in master planning of infrastructure needs for the City.
- Implements department policies and assists in determining department policies and budgetary needs.
- Answers inquiries and complaints from the public regarding City of Dickinson infrastructure.
- Provides information to and works with architects, engineers, contractors, developers and the like to ensure adherence to proper standards and codes.
- Performs other duties of a similar nature or level.

Knowledge, Skills and Abilities:

- Knowledge of professional engineering principles, practices and methods applied to public works construction.
- Knowledge of design principles, strength of materials, and stress analysis required in planning construction projects.
- Knowledge of suitable computer applications to engineering projects.
- Knowledge of construction standards and regulations.
- Knowledge of maps, deeds, plats and plans.

Deleted: ASSISTANT CITY ENGINEER

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Deleted: Essential Duties: (May not include all of the duties performed.)¶

Deleted: <#>Acts as the Floodplain Administrator and main point of contact for drainage related collaboration with the Federal Emergency Management Agency¶
Serves as project manager on engineering capital improvement projects; conducts field work, survey, research, preliminary and final design; determines construction quantities, writes proposals, prepares contract documents and right of way and easement descriptions, and estimates costs; coordinates project among outside agencies, property owners, other city departments and other divisions within the department; prepares reports and memos describing the project; conducts inspections of work.¶

Deleted: <#>Performs inspections and maintains records on federal aid projects.¶

Deleted: <#>Serves as Acting City Engineer in the Absence of the City Engineer.¶

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SENIOR ENGINEER

- Ability to plan, organize, coordinated, assign and evaluate the work of subordinate staff.
- Ability to prepare accurate plans, specifications, cost estimates and engineering reports.
- Ability to operate personal computers and computer aided drafting processes.
- Ability to maintain a variety of technical records and adapt records systems for computerization.
- Ability to make accurate engineering computations and drawings.
- Ability to communicate effectively, both orally and in writing to prepare reports of a complex technical nature.
- Ability to establish and maintain effective working relationships with other employees, engineers and contractors and the general public.
- Ability to operate surveying equipment in the field and to maneuver on foot around construction sites, on uneven terrain.

QUALIFICATIONS

Education and Experience:

- Bachelor's Degree in Engineering
- 6 years of increasingly responsible experience with two years of supervisory responsibility

Special Requirements

- Valid Driver's License
- Must be a Licensed Professional Engineer with the ability to become licensed in the State of ND within 6-months of hire

WORKING CONDITIONS

- Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.
- Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.
- Work conditions involve some exposure to moderate risk of accident and require following basic safety precautions. Requires prolonged standing and/or walking, handling moderate weight objects and/or using or carrying equipment. Work may require routine travel.

Classification: Grade 22
FLSA: Exempt
Updated to new format: 04/22/23
Approved by CSC: 4/25/2013
Approved by City Commission: _____ Reclassify Assistant City Engineer-Grade 19 to Senior Engineer-Grade 22

Deleted: ASSISTANT CITY ENGINEER

Deleted: Judgment/Decision Making:¶
Assists in developing strategic direction, goals, plans and policies for the engineering department.¶
Suggests broad objectives and is accountable for overall results in respective area of responsibility.¶
Authority to make independent decisions on matters of significance.
Requires a high degree of independent judgment and problem solving of complex problems.¶
Errors in judgment could jeopardize one or more areas of business.¶
¶
RELATIONSHIPS¶

Deleted: Leadership/Supervisory Responsibilities:¶
Will plan, organize, coordinate, assign and evaluate the work of support staff; provides counseling and training as needed. ¶
Makes disciplinary and hiring recommendations. ¶
Serves as Acting City Engineer in the Absence of the City Engineer.¶
¶
Relations to Others:¶
Considerable and consistent contact with others in key positions within the community and state.¶
Is visible and engaged with the public, design professionals, other government agencies, and City of Dickinson staff across all departments. ¶
Requires advanced interpersonal and communication skills to establish and maintain internal and external relationships. ¶
Communication will include one-on-one, regular small group presentations and possibly large group (20+) presentations. ¶
Likely to be involved in media related activities; background work/information gathering. ¶
Offers suggestions to improve the activities of the department and the operation of the City in general. Exhibits a positive image and outlook when interacting with coworkers and/or the public. Serves as a positive role model for others.¶

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Deleted: <#>an equivalent combination of training and experience that would be expected to lead to registration as an Engineer in the State of North Dakota.experience in professional Civil Engineering or an equivalent combination of training and experience that would be expected to lead to registration as a Civil Engineer in the State of North Dakota.¶

Deleted: <#>Registration as an Engineer-in-Training in the State of North Dakota – at hire.¶
Must be a Licensed Professional Engineer in the State of ND within 2 years of meeting the requirements defined in the North Dakota Century Code for examination and licensure to take the Professional Engineer exam.¶

Deleted: Environment:¶

Deleted: Grade 19

Deleted: 4/22/23

DRAFT

SENIOR ENGINEER

Deleted: ASSISTANT CITY ENGINEER

Updated: 4/30/2023 by Community Dev. Dir. Skluzacek, HR Nameniuk, 7/29/24 by

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DRAFT

SENIOR ENGINEER

POSITION SUMMARY

This position is responsible for technical civil engineering and supervisory engineering work performing a variety of engineering tasks. Work is performed under the managerial direction of the City Engineer. Supervision is exercised over lower-level engineering support staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assists the City Engineer in administration and management of division activities.
- Serves as project manager on engineering capital improvement projects of larger complexity, spend, and risk; conducts field work, survey, research, preliminary and final design; determines construction quantities, writes proposals, prepares contract documents and right of way and easement descriptions, and estimates costs; coordinates project among outside agencies, property owners, other city departments and other divisions within the department; prepares reports and memos describing the project; conducts inspections of work
- Reviews and comments on development submittals.
- Reviews plans for a variety of capital improvement projects as listed below but not limited to; streets, sidewalks, curbs, sanitary sewers, water mains and storm drainage submitted for private developments within the City ensure compliance with regulations and standards; reviews "as-built" plans submitted after construction is completed.
- Prepares engineering designs, plans, specifications and cost estimates for the construction of streets, sidewalks, curbs, sewers, water mains, storm drains and the like; participates in public hearings, right of way acquisitions, finalizing plans, and drafting specifications.
- Drafts memos for City Commission consideration.
- Reviews and modifies various ordinances.
- Participates in master planning of infrastructure needs for the City.
- Implements department policies and assists in determining department policies and budgetary needs.
- Answers inquiries and complaints from the public regarding City of Dickinson infrastructure.
- Provides information to and works with architects, engineers, contractors, developers and the like to ensure adherence to proper standards and codes.
- Performs other duties of a similar nature or level.

Knowledge, Skills and Abilities:

- Knowledge of professional engineering principles, practices and methods applied to public works construction.
- Knowledge of design principles, strength of materials, and stress analysis required in planning construction projects.
- Knowledge of suitable computer applications to engineering projects.
- Knowledge of construction standards and regulations.
- Knowledge of maps, deeds, plats and plans.

SENIOR ENGINEER

- Ability to plan, organize, coordinated, assign and evaluate the work of subordinate staff.
- Ability to prepare accurate plans, specifications, cost estimates and engineering reports.
- Ability to operate personal computers and computer aided drafting processes.
- Ability to maintain a variety of technical records and adapt records systems for computerization.
- Ability to make accurate engineering computations and drawings.
- Ability to communicate effectively, both orally and in writing to prepare reports of a complex technical nature.
- Ability to establish and maintain effective working relationships with other employees, engineers and contractors and the general public.
- Ability to operate surveying equipment in the field and to maneuver on foot around construction sites, on uneven terrain.

QUALIFICATIONS

Education and Experience:

- Bachelor's Degree in Engineering
- 6 years of increasingly responsible experience with two years of supervisory responsibility.

Special Requirements

- Valid Driver's License
- Must be a Licensed Professional Engineer with the ability to become licensed in the State of ND within 6-months of hire

WORKING CONDITIONS

- Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.
- Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.
- Work conditions involve some exposure to moderate risk of accident and require following basic safety precautions. Requires prolonged standing and/or walking, handling moderate weight objects and/or using or carrying equipment. Work may require routine travel.

Classification: Grade 22
FLSA: Exempt
Updated to new format: 04/22/23
Approved by CSC: 4/25/2013
Approved by City Commission: _____Reclassify Assistant City Engineer-Grade 19 to Senior Engineer-Grade 22

DRAFT

SENIOR ENGINEER

Updated: 4/30/2023 by Community Dev. Dir. Skluzacek, HR Nameniuk, 7/29/24 by Director Skluzacek, HR Nameniuk

DRAFT

PIZZA HUT RENAISSANCE ZONE APPLICATION

Presented by: City/County Planner: Steve Josephson

(REN 002 2024)

Consideration to Approve

CITY OF Dickinson North Dakota

PIZZA HUT – RENAISSANCE ZONE APPLICATION

CITY OF Dickinson North Dakota

PIZZA HUT – RENAISSANCE ZONE APPLICATION

CITY OF Dickinson North Dakota

CITY OF Dickinson North Dakota

RENAISSANCE ZONE PROJECT A

CITY OF DICKINSON, N

COMMUNITY DEVELOPMENT DEPARTMENT

To receive City of Dickinson approval on zone projects, the following information must be submitted .

1. Type of project

Business ☑ Residential ☐ Utility Infrastructure Project (UIP) ☐

2. If this is a UIP, project is the applicant a Renaissance Zone project? Yes ☐ No ☐

a. To be considered a Renaissance Zone project, the project would need to take place in the Renaissance Zone and be a utility company.

b. If this is a property owner affected by a UIP not participating in a Renaissance Zone project, is the property owner in the Renaissance Zone? Yes ☐ No ☐

3. Applicant Information

Name of applicant(s) or business name

Seven K Huts LLC dba Pizza Hut

If business, type of entity (Provide a copy of the Certificate of Good Standing from Tax Department)

Address and renaissance zone block number as it appears in the development plan property listings.

Address	City	Renaissance Zone Block
Lot 7 less 100' X 135', Block1, 2nd Replat of Praire Hills 1st Addition	Dickinson	40

4. For residential projects provide evidence that the home purchased is the taxpayer's primary residence.

5. Project Type

a. Purchase (to include new construction) ☑

b. Purchase with major improvements ☐

c. Lease ☐

i. What type of lease?

New ☐ Expansion ☐ Continuation of a Lease ☐ Leasehold Improvement ☐

If this an expansion, what is the additional square feet of the expansion? _____

ii. If it is a lease project, does it involve the relocation of a business from one location in the city to the Renaissance Zone or from one zone property to another zone property? Yes ☐ No ☐

d. Rehabilitation

i. Commercial 50% or more of the true and full value ☐

Or

ii. Commercial 75% or more of the true and full value ☑

Or

iii. Residential 20% of the true and full value ☐

iv. Current true and full value $ 165,000.00

v. For **rehabilitation** projects, provide a narrative of the work and the estimated costs.

Narrative of Work to be done	Estimated Cost
Construction of new building and land pruchase	$ 1,500,000.00

vi. What is the term (in months) sought for benefits related to this project? 96

7. For projects other than the purchase (includes new construction) or rehabilitation of a single-family home and historical preservation and renovation, describe how the overall benefit(s) of the project to the community meets or exceeds the financial and tax benefit to the businesses or investor**.** Any impact of the project on historic properties, anticipated tenant mix, the current building valuation, the estimated building valuation upon completion of project.
Our wish to move to a differant location is to provide Dinning as well as delivery and pick-up.

8. Provide the estimated state and local tax benefit to the taxpayer for five years (applies to all projects).

Total State tax benefit for five years $_____

Total Property tax benefit for five years $_____

Total Non-participating owner tax credit $_____

9. Zone Authority and City Documentation:

Date of approval or conditional approval _____

Provide a copy of minutes or other supporting documentation that indicates the formal approval by the approving entity.

10. Identify from the Development Plan the specific criteria used to approve the project

11. Evidence that the taxpayer is current on state taxes. **(Taxpayers can contact the Office of State Tax Commissioner to receive a Certificate of Good Standing. This request must indicate that it is for a Renaissance Zone Project.)** See Appendix E.

Letter of Good Standing Attached? Yes ☑ No ☐

12. Expected date of occupancy or project completion 01/20/2025

ADDITIONAL DOCUMENTATION:

☑ For rehabilitation or new construction please include building plans or renderings.

☑ Narrative discussing why the applicant wants to participate in this program and what is expected from such participation.

☑ List of project funding sources, both public and private.

Printed Name	Title
Russ Klug	President
Signature: Russ Klug	Date: 7-24-2024

Please email completed application to: sylvia.miller@dickinsongov.com

Renaissance Zone Statement for Seven K Huts LLC dba Pizza Hut:

Our wish to re-locate to a new location is to be able to offer dining as well as delivery/carry-out.
We do not have enough room at our current location to be able to do this.

We are also requesting an 8 year Tax Benefit:

Total Property tax benefit for 8 years $120,000.
Total State tax benefit for 8 years $12,000.

Thank You.

Russ and DeLonnes Klug

STATE OF NORTH DAKOTA
OFFICE OF STATE TAX COMMISSIONER
BRIAN KROSHUS, COMMISSIONER

June 19, 2024 Ref: L0588754048

SEVEN K HUTS LLC
546 2ND ST W
DICKINSON ND 58601-4901

RE: Renaissance Zone Certificate Of Good Standing, State Income And Sales Taxes Only
PIZZA HUT

This letter is evidence of good standing as required by the North Dakota Division of Community Services for purposes of obtaining final approval of a renaissance zone project.

As of the date of this letter, the records in the North Dakota Office of State Tax Commissioner do not show probable cause to believe that any income taxes (including income tax withheld from wages) or sales and use taxes are due and owing to the State of North Dakota by the following taxpayer:

Taxpayer's Name: SEVEN K HUTS LLC
SSN or FEIN: 81-5470422
PIZZA HUT

This letter must be submitted (as part of the zone project application) to the local zone authority for the renaissance zone in which the proposed zone project will be located. Please keep a copy of this letter for your records.

Liliya Montgomery

Liliya Montgomery
Supervisor, Individual Income Tax and Passthrough Entities
Phone: 701-328-1296
Email: lmontgomery@nd.gov

TAX.ND.GOV | TAXINFO@ND.GOV
600 E. BOULEVARD AVE., DEPT. 127 | BISMARCK, ND 58505-0599
PHONE: 701-328-7088 | TTY: 800-366-6888

PURCHASE AGREEMENT

This is a Legal Binding Agreement

This form is approved by the Badlands Board of REALTORS®, which disclaims any liability arising out of the use or misuse of this form.

Date **June 11, 2024** MLS Listing Number: _____

I (We) **SevenKhuts, LLC** of _____ hereinafter referred to as BUYER, offer to purchase from **Prarie Hills Mall, LLC** of _____ hereinafter referred to as SELLER, the following described REAL ESTATE **All of Lot 9, The south 22' of Lot 10, and The western apprx 25' of Lot 8, (Total area to be 1.5 acres as per survey paid for by the buyer and cornered agreeable to buyer and seller.) All in BLOCK 1, 2ND REPLAT PRAIRIE HILLS 1ST.**

Located in the County of **Stark** State of **ND**

with a street address of **TBD** City of **Dickinson**

MINERALS included? YES ☐ NO ☒

Amount of Seller owned minerals included: **-0-**

INCLUSIONS/EXCLUSIONS:

Included in the purchase price are all items and equipment attached to the property, which will be delivered free and clear of any encumbrances and **in their present condition "as is"**, including but not limited to the following: All garden bulbs, plants, shrubs and trees, screen doors and windows, storm doors and windows, electric lighting fixtures, chandeliers, window shades, drapery poles, curtain rods, blinds, bathroom fixtures, attached mirrors, central heating and cooling units and attached equipment, ventilating, water fixtures, water heaters, exterior attached antennas, built-in kitchen equipment, basketball hoops, garage door openers and remote controls; softeners, propane tank and controls (if owned by the Seller), except items as are herewith set forth:

N/A

The following personal property is also included as a part of the property for said purchase price: **N/A**

Seller agrees to remove all debris and all personal property not included herein from the property by possession date.

Seller(s) ☐ **Shall** ☒ **Shall Not** have all carpeting professionally cleaned upon vacating the property, at seller's expense.

PURCHASE PRICE - the sum of **Seven Hundred Fifty Thousand and no/00----------** Dollars $ **750,000.00**

EARNEST MONEY herewith **Twenty Thousand and no/00----------** Dollars $ **20,000.00**

☐ Attached earnest money to be deposited upon Seller's acceptance.

On _____ (date)

as additional earnest money, in the sum of _____ Dollars $ _____

Balance of the Purchase Price due from Buyer(s):

Seven Hundred Thirty Thousand and no/00---------- Dollars $ **730,000.00**

shall be paid as follows: **Cash at Closing**

FINANCING TERMS:

SPECIAL ASSESSMENTS in the amount of $ **if any** to be ☐ PAID by Seller ☒ Assumed by the Buyer or ☐ annual installment of special assessments to be prorated as of the date of possession. Seller, at Seller's expense, shall furnish an abstract of title certified to date. If, after examination, Seller's title is not insurable or free of defects and cannot be made so within sixty (60) days after notice containing a written statement of defects is delivered to Seller, then said earnest money shall be refunded to Buyer, and Buyer and Seller agree to sign a cancellation of Purchase Agreement. However, Buyer may waive defects and elect to purchase. In lieu of an updated abstract, when a title insurance policy exists, Seller Shall pay the initial records search fee. The title insurance premium for lender/owner's policy shall be paid by **buyer** Plat drawing, if required by lender, shall be paid for by Buyer. Final title search shall be paid for by Buyer. The Seller further agrees to deliver a good and sufficient Warranty Deed, free of all liens and encumbrances except zoning ordinances, building and use restrictions, easements of record, mineral reservations and conveyances of record, and **None other**

REAL ESTATE TAXES, based on the most current tax information available from the County Treasurer, shall be prorated between Seller and Buyer as of date of ☐ POSSESSION ☒ CLOSING. No representations have been made concerning the amount of subsequent real estate taxes or special assessments. Rent and condominium or association fees for the current year shall be prorated between BUYER and SELLER as of the date of ☐ POSSESSION ☒ CLOSING ☐ NA. All charges for water, sewer, electricity, propane, natural gas or other utilities shall be prorated between parties as of the date of ☐ POSSESSION ☒ CLOSING.

Closing for title and financial documents shall be **On or before August 1, 2024** (date).

Seller agrees to deliver possession of the premises on **Or before August 1, 2024** (date).

BUYER INITIALS RK **DATE** 6-11-2024 **SELLER INITIALS** _____ **DATE** _____

BUYER INITIALS DK **DATE** 6-11-2024 **SELLER INITIALS** _____ **DATE** _____

Kolling and Kolling, Inc.
GENERAL CONTRACTORS
804 EAST VILLARD
P.O. BOX 1225 DICKINSON, NORTH DAKOTA 58602-1225 PHONE (701) 483-8279

June 26, 2024

Russ Klug
Pizza Hut
22 South State
Dickinson, ND 58601

RE: New Pizza Hut Dine-In Facility

Estimated cost for building a new dine-in Pizza Hut facility located in Dickinson, ND.

$774,000.00

Sincerely,

Scott Kolling
Kolling and Kolling, Inc.

Pizza Hut
Y OUR
Y SIRACHA
INGS!

FCD RURAL PLUS EXTERIOR FINISHES - ENTRY

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Note: See Exterior Paint & Finish Scheduling Page for Specifications

FCD RURAL PLUS EXTERIOR FINISHES - PICK UP

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NOTE: REFER TO PROTOTYPE DRAWINGS FOR FINISH AND LIGHTING SPECIFICATIONS

FCD RURAL PLUS INTERIOR EXAMPLE (PROTOTYPICAL)

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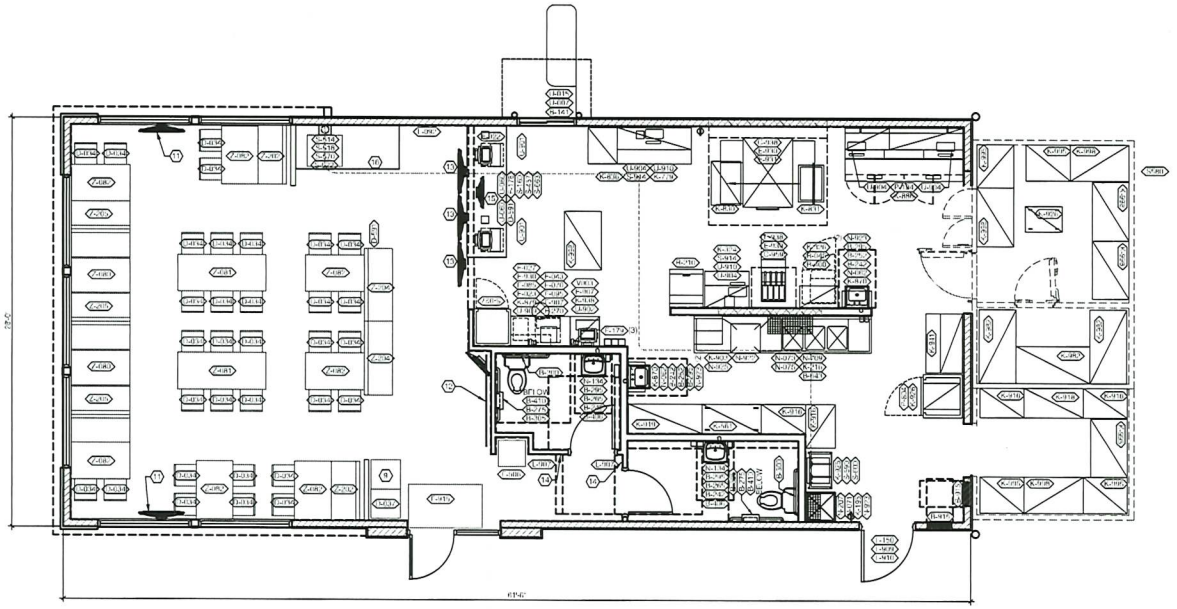

EQUIPMENT PLAN 1/4" = 1'-0" | A

	QTY.	ITEM	REMARKS
A-001	?	48" SINGLE BOOTH (MERIDIAN 2.0)	VENDOR SUPPLIED
A-004	?	60" SINGLE BOOTH (MERIDIAN 2.0)	VENDOR SUPPLIED - ATTACH IN FIELD FOR WAIT SEATING
A-005	3	48" DOUBLE BOOTH (MERIDIAN 2.0)	VENDOR SUPPLIED
A-180	?	30"x48" TABLE TOP - WILSONART SLATE GREY	VENDOR SUPPLIED
A-181	2	30"x72" TABLE TOP - WILSONART SLATE GREY	VENDOR SUPPLIED
A-182	7	30"x48" TABLE TOP - WILSONART SLATE GREY	ADA ACCESSIBLE BASE - VENDOR SUPPLIED
A-004	30	CHAIR - WOOD SEAT (MERIDIAN 2.0)	VENDOR SUPPLIED
A-006	?	CHILDRENS HIGH CHAIR	
(8)	OPT.	6' WAIT BENCH (MERIDIAN 2.0)	VENDOR SUPPLIED
(9)	1	TRASH ENCLOSURE UNIT	VENDOR SUPPLIED
(11)	?	48" FLAT SCREEN TV	WALL MOUNT AT CORNERS OF DINING ROOM
(12)	1	60" FLAT SCREEN TV	WALL MOUNT AT LOBBY AREA
(13)	3	48" FLAT SCREEN TV	WALL MOUNT
(14)	?	RESTROOM SIGN	VENDOR SUPPLIED AND INSTALLED
(15)	1	TRANSACTION COUNTER	G.C. SUPPLIED / G.C. INSTALLED
(16)	1	BEVERAGE CONDIMENT COUNTER	G.C. SUPPLIED / G.C. INSTALLED

DECOR PACKAGE | B

REMOTE DOCUMENTS ARE PROVIDED AS A CONSTRUCTION DOCUMENT TEMPLATE FOR THIS BUILDING TYPE. THESE DRAWINGS WERE DESIGNED AND ADAPTED BY A LICENSED ARCHITECT AGENT TO MEET ALL STATE AND LOCAL JURISDICTIONAL REQUIREMENTS FOR SPECIFIC PROJECTS. MODIFICATIONS THAT CHANGE THE BASIC LAYOUT OR KITCHEN OPERATION MUST BE APPROVED BY A REGIONAL ARCHITECTURAL PARTNER AND LOCAL AUTHORITIES HAVING JURISDICTION PRIOR TO CONSTRUCTION.

CONSULTANT'S SEAL

DATE	DESCRIPTION

CONTRACT DATE: XX.XX.XX
BUILDING TYPE: FCD RURAL BASE XL
PLAN VERSION: 04.24.2017
SITE NUMBER: XXXXXX
STORE NUMBER: XXXXX

PIZZA HUT

STREET NUMBER
TOWN, ST ZIP

FCD RURAL BASE XL
002.01.00

EQUIPMENT PLAN & SCHEDULE

A2.0

PLOT DATE: XX.XX.XX

Prepared by:
*quantity based on FCD RURAL Prototype plans

Equipment Quote

Prepared For:

FCD RURAL

FCD RURAL

Prepared By:
*quantity based on FCD RURAL Prototype plans
Restaurant Supply Chain Solutions LLC
A Yum! Brands Co-Op

Effective: 11/5/2018 3:30:36 PM

FCD RURAL
FCD RURAL
Effective: Nov 5,2018

Std Qty	Sel Qty AE#	Bucket	Item Number	Item Description	Unit Price	Extended
				Category: CONTRACTOR PACKAGE		
				EXTERIOR SIDING		
				NOTE: Exterior Siding is purchased direct from an approved vendor by GC		
				Total EXTERIOR SIDING		***$.00***
				HVAC		
				NOTE: HVAC is purchased direct from an approved vendor or through an authorized Yum! distributor		
				Total HVAC		***$.00***
				ENERGY MANAGEMENT		
				NOTE: Thermostats provided by GC		
				Total ENERGY MANAGEMENT		***$.00***
				WALK-IN COOLER/FREEZER		
				Kolpak		
1	1	A	E10250174	Walk-In Combo (NSF) Overall Dimensions: 26'-0" x 11'-0" x 8'-6 1/4" Refrigertion (Cooler) KPCL149MOP-2E PCL149MOP-2E, 208-230/60/1, 1-1/2HP, R404A, Pre-Charged with Lines, Air-Cooled, Hermetic Medium Temp Standard Compressor Unit, Amps: 10.9, Ambient Tem	$23,066.25	$23,066.25
1	1	A	E1025IN28	Installation Quote	$10,064.00	$10,064.00
1	1	A	E1025PQ07	Cooler/Freezer,Indoor Walk-In,Per Quote MFG Stock: E1025PQ07		$.00
1	1	A	E1025WA03	Warranty,Compressor,5 Years,Quoted By Hp MFG Stock: E1025WA03		$.00
1	1	A	E1025WA03	Warranty,Compressor,5 Years,Quoted By Hp MFG Stock: E1025WA03		$.00
1	1	A	E1025IN01	Installation F/Walk-In,Per Quote MFG Stock:		$.00
				EVERIDGE LLC		
1	0	A	E3190PQ18	Optional: Cooler/Freezer,Indoor Walk-In,Per Quote MFG Stock: E3190PQ18		$.00

FCD RURAL

FCD RURAL

Effective: Nov 5,2018

1	0	A	E3190WA03	Optional: Warranty,#WRNTY,F/Yum! Walk-In Products Per Quote MFG Stock: WRNTY		$.00
1	0	A	E3190WA03	Optional: Warranty,#WRNTY,F/Yum! Walk-In Products Per Quote MFG Stock: WRNTY		$.00
1	0	A	E3190IN01	Optional: Installation,Per Quote MFG Stock: E3190IN01		$.00 Customer
				Total WALK-IN COOLER/FREEZER		***$33,130.25***

EXHAUST HOODS

NOTE: Site adapt architect must confirm Ansul requirement per local code for STANDARD Oven Hood. If Ansul required, oven hood to be ordered pre-piped and Ansul system to be provided and installed by local installer. See scope.

NOTE: Hood Package may not fit on liftgate

PIZZA OVEN HOODS - CAPTIVE AIRE

Captive-Aire Systems Inc

1	1	A	E56370042	Hood,Oven,Canopy,Exhaust,PH,#7230ND-2-PSP-F8 8' Long Exhaust Only W/Front Perforated Supply Plenum & Built In 3" Back Stand-Off,430 S/S,20X16 Filters,Incandescant Light Fixture,12" Diameter Exhaust Riser,4'X10" Supply Riser,1/2 Pint Grease Cup,23" Right & MFG Stock: 7230ND2PSPF8	$2,419.83	$2,419.83 Customer
1	1	A	E56370098	Backsplash Kit,Rear Backsplash,PH #BSP 6X96W120X18PAN,Non/Insul,96"X96",S/S,Rear Backsplash,W/Two 120X18 Side Panels MFG Stock: BSP96X96W120X18PAN	$473.00	$473.00
1	0	A	E5637PQ05	Optional: Ductwork Per Quote,PH,F/Gas Hood,Oven 14' Deck,P1-P5,#2764005/David MFG Stock: DPQ		$.00

EXHAUST FANS

Captive-Aire Systems Inc

1	1	A	E56370029	Fan,Exhaust,High Speed,PH,#DU50HFAPHLITE/09 Direct Drive CEntrifugal Upblast W/Speed Control (Single PHase Only) Disconnect Switch & 13-3/4" Wheel (Exhaust Fan Handles 875 Cfm At-1.500" Wc Esp,1577Rpm),Standard Hinge Kit,Ships Loose Grease Cup,Box Dimensi MFG Stock: DU50HFAPHLITE09	$507.40	$507.40 Customer
1	0	A	E56370019	Optional: Heater,Gas Fired,Tempered,Direct,PH #A1D250G10PSP,1440 Cfm,115/1,.75HP Down Discharge Sloped Foam Filtered Intake,Maxitrol 40-80 Degree Temp Control,Gas Manifold,F/Cold Climates Only MFG Stock: A1D250G10PSP	$2,793.93	$.00

CURBS

Captive-Aire Systems Inc

1	1	A	E56370026	Curb,Flat,#CURB19.5X20PHLITEF,F/Delco Lite Hood PH MFG Stock: CURB195X20PHLITEF	$73.10	$73.10 Customer
1	0	A	E56370020	Optional: Curb,Roof,PH,#CURB217120PSP,21"X71"X 20"H,Insulated,Flat,F/Tempered Direct Gas Fired Heater MFG Stock: CURB217120PSP	$138.68	$.00

FCD RURAL

FCD RURAL

Effective: Nov 5,2018

WINGSTREET GAS FRYER EXHAUST HOOD

NOTE: 36" Exhaust Only hood to be ordered as pre-piped.

Captive-Aire Systems Inc

1	1	E-938	A	E56370035	Hood,Fryer,Gas,36" 0 Clearance,PH,#3047BD2 W/Incandescent Light A&E#: E-938 MFG Stock: 3347BD2	$839.58	$839.58 Customer
1	1	E-939	A	E56370069	Backsplash,F/36" 0 Clearance Fryer Hood,PH #BSFH 96"X72",430 S/S A&E#: E-939 MFG Stock: BSFH96X72	$238.65	$238.65
1	1		A	E5637PQ05	Ductwork Per Quote,PH,F/Gas Hood,Fryer,14' Deck P1-P5,#2764005/David MFG Stock: DPQ		$.00

EXHAUST FANS

Captive-Aire Systems Inc

1	1	EF-2	A	E56370039	Fan,Exhaust,F/Fryer Hood,PH,#DU33HFA,Direct Drive W/Speed Control,Single PHase,Disconnect Switch 11-3/4 Wheel,510Cfm,1635Rpm,.333Hp Motor W/Grease Cup,Hinge Kit,Box Dimensions 15-3/4X5-1/16X3-3/4 A&E#: EF-2 MFG Stock: DU33HFA	$473.00	$473.00 Customer

CURBS

Captive-Aire Systems Inc

1	1	EF-2	A	E56370038	Curb,Flat,F/Exhaust Fan,PH,#CRB195X22E A&E#: EF-2 MFG Stock: CRB195X22E	$73.10	$73.10 Customer

FIRE SUPPRESSION PRE-PIPING

NOTE: Site adapt architect must confirm Ansul requirement per local code for STANDARD Oven Hood. If Ansul required, oven hood to be ordered pre-piped and Ansul system to be provided and installed by local installer. See scope.

Captive-Aire Systems Inc

1	1		A	E56370036	Pre-Piping for Ansul System,PH,#WSFANSUL,F/Fryer Hood/Oven Hood,Final Hook Up,Tests,Permits Not Included,3.0 3 Gallon Wall Mounted Fire System MFG Stock: WSFANSUL	$576.20	$576.20 Customer

ELECTRICAL SYSTEM

Captive-Aire Systems Inc

1	1		A	E56370102	Hood Control Box,SC-121110FP 120V 1 Phase W/ Control F/ (2)Exhaust Fans,(1)Supply Fan,Exhaust On In Fire Lights Out In Fire,Fans On/Off Thermostatically Controlled,Room Temperature Sensor Includes(2)Duct Thermostats,14X18 S/S Box, PH MFG Stock: SC121110FP	$890.10	$890.10

Total EXHAUST HOODS ***$6,563.96***

LIGHTING

LOT LIGHTING

FCD RURAL

FCD RURAL

Effective: Nov 5,2018

NOTE: Lot lighting is site specific. Each site will vary. See Scope.

					Accuserv Equipment & Supply Inc		
1	0	A	A	E5280PQ03	Optional: Lighting,Site,Per Quote A&E#: A MFG Stock: E5280PQ03		$.00
4	0	B	A	E5280PQ03	Optional: Lighting,Site,Per Quote A&E#: B MFG Stock: E5280PQ03		$.00
5	0	BOLTS	A	E5280PQ03	Optional: Lighting,Site,Per Quote A&E#: BOLTS MFG Stock: E5280PQ03		$.00
5	0	COVERS	A	E5280PQ03	Optional: Lighting,Site,Per Quote A&E#: COVERS MFG Stock: E5280PQ03		$.00
					Total LOT LIGHTING		$.00

INTERIOR & EXTERIOR BUILDING LIGHTING

NOTE: Interior & exterior building lighting is site specific. Each site will vary. See Scope.

NOTE:Excludes Red LED Tape and White Leon;Supplied by Others

Total INTERIOR & EXTERIOR BUILDING LIGHTING $.00

ACCUSERV

Accuserv Equipment & Supply Inc

27	27		A	E52801607	Recessed Housing, 6" Insulated Ceiling (Must Order Separately: Baffle, 6" Coilex, Black and Lamp, 12 Watt, 2700K, PAR30L, 40 Degrees Beam, E26 Base) MFG Stock: H7ICT	$34.52	$932.04 Customer
27	27		A	E52801608	Baffle, 6" Coilex, Black (Must Order Separately: Recessed Housing, 6" Insulated Ceiling and Lamp, 12 Watt, 2700K, PAR30L, 40 Degrees Beam, E26 Base) MFG Stock: 310P	$17.50	$472.50 Customer
27	27		A	E52801669	Lamp, 10 Watt, 2700K, PAR30/PAR20, 40 Degrees Beam, E26 Base (Used w/Recessed Housing, 6" Insulated Ceiling and Baffle, 6" Coilex, Black), 10PAR30L/LED/827F40/DIM/ULW/120V-529735 MFG Stock: 529735	$8.82	$238.14 Customer
3	3		A	E52800145	Light,Chloride,#CAX6,White,2-Headed Emergency Light,Wall Or Ceiling Mount,12-5/8"W X 5-1/8"H MFG Stock: CAX6	$50.55	$151.65 Customer
2	2		A	E52809144	Light,Emergency,Chloride,#CAX6,Black,2-Headed Emergency Light,Wall Or Ceiling Mount,12-5/8"W X 5-1/8"H MFG Stock: CAX6B	$54.25	$108.50 Customer
3	3	L-020	A	E52801303	Light,LED Troffer,PH,Day-Brite,2X4,4800 Lumens,80 Cri,4000K,Pattern 12, .100" Nominal Diffuse 50% Lens,#2TG-48L-840-4-FS-02F-UNV A&E#: L-020 MFG Stock: 2TG48L8404FS02FUNV	$89.51	$268.53 Customer
3	3	L-066	A	E52801372	Troffer,PH,24"X48"X3",LED Troffer,4800 Lumens Flat Steel Door Frame,Pattern 12 .100"" Nominal Diffuse 50% Lens,120-277V,Integral Emergency	$309.72	$929.16 Customer

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					Battery Pack,Day-Brite #2TG-48L-840-4-S-02F-UNV-EMLED A&E#: L-066 MFG Stock: 2TG48L8404FS02FUNVEM		
1	1	L-543	A	E52801031	Exit Sign,LED,PH,Best Lighting #CLPU-1-R-W-RC Exit & Emergency Combo,Length 12.5625" X Width 1.875" X Height 9.125",Single Face W/Red Lettering And White Housing,Remote Capacity A&E#: L-543 MFG Stock: CLPU1RWRC	$53.39	$53.39 Customer
1	1	L-542	A	E52801378	Exit Sign,LED,PH,Best Lighting,Exit&Emergency Combo,120-277V, L12 9/16" X W4 3/8" X H9 1/8", Single Face W/Red Lettering and Black Housing, #CLPU-1-R-B-RC A&E#: L-542 MFG Stock: CLPU1RBRC	$54.97	$54.97 Customer
16	16	L-416	A	E52801603	Lamp, 11 W, PAR30, Black Housing, 120V, 3000K, Med. Base (Used w/Track-Lite, Universal Black) A&E#: L-416 MFG Stock: PAR30FL11S/930/B/LED	$13.55	$216.80 Customer
16	16	L-416	A	E52801604	Track-Lite, Universal Black, Lamp (1) 50W PAR20-75W PAR30 (Must Order Separately: Lamp, 11 W, PAR30, Black Housing, 120V, 3000K, Med. Base) A&E#: L-416 MFG Stock: R541 BL (244P0X)	$10.31	$164.96 Customer
6	6	L-418	A	E52800418	Track,4',PH,Black,#T4BL A&E#: L-418 MFG Stock: T4BL	$15.60	$93.60 Customer
1	1	L-024	A	E52801024	Track,One Circuit System,PH,8' T-Series Section, Black Finish,Two 12 Gauge Solid Copper Conductors Rated 20 Amps At 120V,Mfg Juno,#T8BL A&E#: L-024 MFG Stock: T8BL	$25.18	$25.18 Customer
6	6		A	E52801514	Circuit Breaker,.5 AMP Trac-Master Current Limiting, white WARRANTY: 1Y MFG Stock: TCL00.5AWHT	$97.85	$587.10 Customer
6	6		A	E52801494	Live end feed,current limiting,Trac-Master,CLF11 BL 245E5W,1 cirucuit, black finish MFG Stock: CLF11BL245E5W	$24.25	$145.50
1	1		A	E52800478	Connector,Pendant,Miniture Straight,PH #T23BL 3/8" Miniture Straight Connector,120V 1-Circuit Track System,Joins Two Track Sections End To End Black MFG Stock: T23BL	$4.64	$4.64 Customer
2	2		A	E52809203	Occupancy Sensor Base,Leviton#OPB15-0DW Ceiling Mount Occupancy Sensor Power Base Adaptor 120-277V Input,White Finish MFG Stock: OPB15ODW	$23.92	$47.84 Customer
2	2		A	E52809205	Occupancy Sensor,Leviton#OSC10-M0W Ceiling Mount Pir/Ultrasonic Occupancy Sensor 1000 Sqft Coverage Range,360 Pattern Degree White Finish MFG Stock: OSC10M0W	$97.65	$195.30 Customer

2	2	A	E52809204	Occupancy Sensor Cosmetic Ring,Leviton #OPBCA-W, J-Box Cosmetic Ring,White Finish MFG Stock: OPBCAW	$1.77	$3.54 Customer
2	2	A	E52801309	Exhaust Fan,PH,Broan#AE110,120V 11.5X12X5.75,60Hz 0.3 Amps,110 Cfm,1.3 Sones 23.4W,4"Ducting MFG Stock: AE110	$160.55	$321.10 Customer

SWITCHGEAR

Switchgear is GC supplied and installed per plans

CAPITOL

Rexel Inc DBA Capitol Light

8	0	A	E45180208	Optional: Led Flat Panel, Flp24-D53W35, 2X4 3500K Abb Lighting MFG Stock: FLP24-D53W35	$97.65	$.00 Customer
1	0	A	E45180216	Optional: Led Flat Panel, Flp24-D53W35Em, 2X4 With Emergency Backup, 3500K, Abb Lighting MFG Stock: FLP24-D53W35EM	$217.00	$.00 Customer
2	0	A	E45180172	Optional: Housing Elite 6" IC Air Shut Type D1 #B6IC-AT-W MFG Stock: B6ICATW	$5.08	$.00 Customer
2	0	A	E45180416	Optional: Trim,6",White Flange & Black Step Baffle/ Elite, PH,#B630P/WH MFG Stock: B630PWH	$3.29	$.00
2	0	A	E45180417	Optional: Lamp,12 Watt LED,PAR30Long Neck,3000K CCT 80 CRI Narrow Flood 25 Degree/ Philips,PH #46782 12PAR30L/AMB/F25/830/DIM ULW MFG Stock: 12PAR30LAMBF25830DIM	$10.14	$.00
2	0	A	E45180418	Optional: Restroom Wall Sconce,Two Light,Brushed Nickel Finish/ Progress,PH,#P300132-009 MFG Stock: P300132009	$47.21	$.00
4	0	A	E45180419	Optional: Lamp,9 Watt,LED A Lamp,3000K,CCT 80 Cri Omni Directional/ Tcp,PH,#69669 L9A19D2530K MFG Stock: 69669 L9A19D2530K	$3.66	$.00
4	0	A	E45180415	Optional: Pendant,Red Sand,GU24 Base 10' Svt Cord And Canopy With Juno Track Adapter/ Besa,PH, #BES1787-017-TA MFG Stock: BES1787017TA	$141.16	$.00
4	0	A	E45180414	Optional: Lamp,9.5W Watt LED A Lamp,GU24 Base 2700K CCT 80CRI Omni Directional/ Satco,PH,#GU24 MFG Stock: GU24	$4.24	$.00
1	0	A	E45180212	Optional: Track,4',Contech 4' Single Circuit Track Black KFC ASAP,LT4B MFG Stock: LT4B	$8.09	$.00 Customer
4	0	A	E45180424	Optional: Track,6' Single Circuit Line Voltage Track Black Finish/ Contech,PH,#LT6B MFG Stock: LT6B	$14.65	$.00
7	0	A	E45180213	Optional: Track,8',Contech 8' Single Circuit Track Black KFC ASAP,LT8B MFG Stock: LT8B	$15.29	$.00 Customer
7	0	A	E45180215	Optional: Track Connector,Contech Mini Connector-Black,KFC ASAP,LA2B MFG Stock: LA2B	$1.63	$.00 Customer
5	0	A	E45180425	Optional: Single Circuit Line Voltage Track Current Limiting End Feed Black Finish / Contech	$18.99	$.00

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					PH, #LA23-RN-B MFG Stock: LA23RNB		
2	0		A	E45180426	Optional: Single Circuit Line Voltage Track Current Limiting Breaker 1 Amp Black Finish / Contech,PH, #REG1-B MFG Stock: REG1B	$40.90	$.00
3	0		A	E45180427	Optional: Single Circuit Line Voltage Track Current Limiting Breaker 2 Amp Black Finish / Contech,PH, #REG21-B MFG Stock: REG21B	$40.90	$.00
30	0		A	E45180428	Optional: Track 36" Stem Black Finish / Contech PH,# 36"STEM(A)-B MFG Stock: 36"STEM(A)B	$12.82	$.00
30	0		A	E45180429	Optional: Track Canopy Kit Black Finish / Contech PH, #LA5018A-B MFG Stock: LA5018AB	$12.08	$.00
28	0		A	E45180430	Optional: Holder,Universal Lamp Holder Black Finish/ Contech,PH,#CTL610B MFG Stock: CTL610B	$10.12	$.00
28	0		A	E45180431	Optional: Lamp,13 Watt LED Par30 Short Neck 3000K CCT 80 Cri Flood 40 Degree Black Finish/ Green Creative, PH,#97903 13PAR30SNDIM/930FL40/B MFG Stock: 13PAR30SNDIM930FL40B	$14.05	$.00
1	0		A	E45180422	Optional: Emergency/Exit Combo Fixture Remote Capabilitywhite Finish/ Best Lighting,PH, #CLPU-1-R-W-RC MFG Stock: CLPU1RWRC	$58.97	$.00
1	0		A	E45180421	Optional: Emergency/Exit Combo Fixture Remote Capability Black Finish/ Best Lighting,PH #CLPU-1-R-B-RC MFG Stock: CLPU1RBRC	$60.00	$.00
2	0		A	E45180440	Optional: Emergency Fixture,Exterior Decorative Black Finish/ Best Lighting,PH,#DBELBRSDT MFG Stock: DBELBRSDT	$130.20	$.00
5	0		A	E45180436	Optional: Lamp,Exterior Rated Up/Down Wall Sconce Bronze Finish With Top Lens Cover / Progress,PH, #P5675-20 MFG Stock: P567520	$53.60	$.00
5	0		A	E45180185	Optional: Top Cover,Lamp Exterior Rated,Up/Down Wall Sconce Bronze Finish With Top Lens Cover / Progress,PH,#P8799-31 MFG Stock: P879931	$6.51	$.00 Customer
10	0		A	E45180417	Optional: Lamp,12 Watt LED,PAR30Long Neck,3000K CCT 80 CRI Narrow Flood 25 Degree/ Philips,PH #46782 12PAR30L/AMB/F25/830/DIM ULW MFG Stock: 12PAR30LAMBF25830DIM	$10.14	$.00
2	0		A	E45180437	Optional: Wall Pack,High Output LED Wall Pack 4000K CCT Bronze Finish With PHotocell / Rab,PH #WPLED26N/ PC MFG Stock: WPLED26NPC	$217.00	$.00
2	0		A	E45180438	Optional: Mounting Arm,24" Mounting Arm Black Finish/ Rab, PH,#ARM24SV24 MFG Stock: ARM24SV24	$49.80	$.00
2	0		A	E45180439	Optional: Wall Pack,Exterior LED Wall Pack 3000K CCT Bronze Finish/ Rab ,PH,#WPLED10-Y MFG Stock: WPLED10Y	$146.48	$.00
2	0		A	E45180453	Optional: Dual Tecnology Occupancy Sensor Wall Switch White Finish / Wattstopper, PH, #DW100WH MFG Stock: DW100WH	$99.43	$.00
2	0		A	E45180452	Optional: 110 CFM 1 Sone Exhaust Fan / Broan, PH, #AE110 MFG Stock: A70L	$114.62	$.00
				Total LIGHTING			***$5,014.44***

CONTRACTOR DIRECT (BUILDING ELEMENTS)

PICK-UP ALERT SYSTEM

Order Matic Corporation

1	1	V-866	A	E58160131	SmartWAVE Drive Thru Alert System (SMA	$743.23	$743.23 Custom

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					TWAVE-KIT)Kit Components & Hardware- 1 SmartWAVE Base Unit- 1 Presence Sensor- 30' Feet Presence Sensor Cable & 1 Green Connector- 10 Wire Clips with Screws- 12v Power Supply- 2-Pan Head Screws- 4-3/16"" Masonry Scre A&E#: V-866 MFG Stock: SMARTWAVE-KIT		
					Total PICK-UP ALERT SYSTEM		$743.23
					PICK-UP CLEARANCE BAR		
					NOTE:Provided by approve signage supplier		
					Total PICK-UP CLEARANCE BAR		$.00
					SECURITY DOOR		
					NOTE: Security door provided by approved distributor or GC. See Scope.		
					RSCS Facilities Connection		
1	0		A	E76000648	Optional: Door & Frame,PH,#DU3070L52VED 3'0"X7'0"X1.75" Non-Delivery,4 Week Leadtime W/Frame,W/Sargent Panic Bar,W/Window Consists Of:1 Steel Frame,14 Ga,Galv,Welded,5 3/4" Jamb Depths In Pre-Finished Tan 1 Steel Door:16 Ga Galv,Foam Insulated,Fully Re-Inforced F/H MFG Stock: LKNTDU3070L52VED	$2,039.00	$.00
					Total SECURITY DOOR		$.00
					Total CONTRACTOR DIRECT (BUILDING ELEMENTS)		***$743.23***
					CONTRACTORS CONSOLIDATED EQUIPMENT (BLDG ELEMENTS)		
					PICK-UP WINDOW		
					RSCS Facilities Connection		
1	1	B-130	A	E76000101	Window,D/T,Single Slider,Quikserv#SC4030CL Self Closing,Left To Right Slide,Manual Operation 20"X30"Opening 48"Wx4 1/2"Dx36"H,W/Auto Locking Handle,Opening Direction Is From Inside Restaurant,Mechanical Closing Upgrade W/Hold Open Device,Clear Finish A&E#: B-130 MFG Stock: QKSRVSC4030CL	$888.00	$888.00 Customer
1	0	B-120	A	E76000102	Optional: Window,D/T,Single Slider,Qui serv#SC4030CR Self Closing,Right To Left,Slide Manual Operation 20"X30"Opening,48"Wx4 1/2"Dx36"H W/Auto Locking Handle,Opening Direction Is From Inside Restaurant,Closing Mechanical Upgrade W/Hold Open Device,Clear Finish A&E#: B-120 MFG Stock: QKSRVSC4030CR	$888.00	$.00 Customer
					Total PICK-UP WINDOW		$888.00
					RESTROOM ACCESSORIES		
					NOTE: Hand Care Programs		
					Current prferred hand care program: Nexa KAY QSR Foaming Antibacterial Hand Soap and Nexa Kay QSR Foaming Hand Sanitizer		
					NOTE: Franchise Restaurants - contact your EcoLab/Kay Representative or EcoLab Cusotmer Sevice at 800-529-5458 to arrange for installation		
					Other approved hand care programs can be found on the Pizza Hut Standard Approved Chemical List on teampizzhut.com		

2	2	B-265	A	E76000242	Mirror,Wall,18"X36",S/S Finish,Bobrick,#B1651836 A&E#: B-265 MFG Stock: BOBB1651836	$55.70	$111.40 Customer
2	2	B--275	A	E76000251	Dispenser,Toilet Paper,Single Jumbo Roll,S/S, Bobrick#B2890 A&E#: B--275 MFG Stock: BOBB2890	$36.55	$73.10 Customer
2	2	B-295	A	E76000582	Dispenser,Paper Towel,PH,Surface Mounted,S/S Finish,Knob To Open,Bobrick#B-2620BOB A&E#: B-295 MFG Stock: BOBB2620	$43.30	$86.60 Customer
2	2	B-300	A	E76000245	Grab Bar,1 1/2"X36",S/S Finish,Bobrick,#B6806X36 A&E#: B-300 MFG Stock: BOBB6806X36	$27.10	$54.20 Customer
2	2	B-305	A	E76000246	Grab Bar,1 1/2"X42",S/S Finish,Bobrick,#B6806X42 A&E#: B-305 MFG Stock: BOBB6806X42	$28.70	$57.40 Customer
					RUBBERMAID		
1	1	B-410	A	E52009403	Receptacle,F/Sanitary Napkin,W/Rigid Liner,12 1/ 2Lx5 1/4Wx10 3/4"H,White,Rubbermaid 6140,WSM 656000 A&E#: B-410 MFG Stock: RUC6140	$25.22	$25.22 Customer
2	2	B-406	G	E52001033	Waste Can,28 Qt,Black,14-3/8"Lx10-1/4"Wx15"H, Polyethylene,Rubbermaid #2956BLK,WSM,#654204 A&E#: B-406 MFG Stock: RUC2956BLK	$3.42	$6.84 Customer
					The Wasserstrom Co		
2	2		G	E52009990	Lid,Waste Can,Black,"Untouchable" Swing-Top,F/ 2956 Cans,Pp,Rubbermaid#3066-BLACK,WSM#101492 MFG Stock: RUC3066BLACK	$5.87	$11.74 Customer
					Total RESTROOM ACCESSORIES		$426.50
					FAUCETS		
					T & S Brass & Bronze		
1	1	N-071		E48200048	Faucet,Mop Sink,#B2465,Rough Chrome Finish Includes: B665Bstr Faucet;Bwh4 4" Wrist Blades;CEramic Valves,4' Hose A&E#: N-071 MFG Stock: B2465	$146.48	$146.48 Customer
1	1	N-073		E48207401	Faucet,Add-On,#B156,W/12" Spout,W/Csa/Cga Stamp A&E#: N-073 MFG Stock: B156	$52.01	$52.01 Customer
1	1	N-075		E48200058	Pre-Rinse Unit,Wall Mounted Base Faucet #B-0133-B Easy Install,W/Spring Check Cart & Lever Handles 2" Dia Flanges W/1/2"Npt Female Eccentric Flanged Inlets,35 1/2"H,15" Overhang,8 1/4"Clear,18" Riser,B-0107 Spray Valve,B-0044H Flex S/S Hose,6" Wall Bracke	$219.69	$219.69 Customer

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A&E#: N-075
MFG Stock: B0133B

2	2	N-142	E48200079	Faucet,Lavatory,PH,#TB-2460-VF05,W/4"Wrist Handle&CEramic Cartridge,W/0.5 Gpm Aerator,W/ Nylon Rosettes A&E#: N-142 MFG Stock: TB2460VF05	$118.27	$236.54 Customer
				Total FAUCETS		$654.72

HAND SINK ACCESSORIES

RSCS Facilities Connection

2	2	B-295	E76000582	Dispenser,Paper Towel,PH,Surface Mounted,S/S Finish,Knob To Open,Bobrick#B-2620BOB A&E#: B-295 MFG Stock: BOBB2620	$43.30	$86.60 Customer
				Total HAND SINK ACCESSORIES		$86.60

AIR DOORS/CURTAIN

NOTE: Use if required by code. See Scope.

1	0		E76000051	Optional: Air Curtain,Mars#STD36-1UA,36",1/2 HP 115V Std Series MFG Stock: MARSSTD2361UA	$638.50	$.00 Customer
1	0		E76000343	Optional: Micro Switch,Mars#99-014,Combination On/Off 20Amps MFG Stock: MARS99014	$76.50	$.00 Customer
				Total AIR DOORS/CURTAIN		$.00

BABY CHANGING STATION

1	1	F-016	E76000946	Changing Station,Baby,Safe Strap #4304-R,Diaper Depot,Oval, White,Straps Are Gray,Comes With Starter Box 10 Liners A&E#: F-016 MFG Stock: SAF4304R	$161.18	$161.18 Customer
				Total BABY CHANGING STATION		$161.18
				Total CONTRACTORS CONSOLIDATED EQUIPMENT (BLDG ELEMENTS)		***$2,217.00***

Category: EQUIPMENT

DECOR/INTERIOR ARTWORK

NOTE: GC to provide Service Counter

SEATING

Custom Seating Inc

1	1	Z-202	E86300962	Booth,Single,48",PH,Pecan Stain,Wolf Gordon East Village "Black" Seat Pad,Meridian 2.0,#MER20173, Z202 A&E#: Z-202 MFG Stock: MER20173	$404.42	$404.42
3	3	Z-205	E86300965	Booth,Double,48",PH,Pecan Stain,Wolf Gordon East Village "Black" Seat Pads,Meridian 2.0,#MER20176, Z205 A&E#: Z-205 MFG Stock: MER20176	$667.76	$2,003.28
2	2	Z-204	E86300964	Booth,Single ,60",PH ,Pecan Stain,Wolf Gordon East Village "Black" Seat Pad,Meridian 2.0, #MER20175,Z204 A&E#: Z-204 MFG Stock: MER20175	$555.94	$1,111.88

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2	2	Z-080		E86301028	Table Top,PH FCD,30"X48" W/Wilsonart Slate Grey D91K-60 Laminate & 11/4" Black T-Mold Edge & 22"X30" Base W/Spider And 3" Column #MER201735 A&E#: Z-080 MFG Stock: MER201735	$74.53	$149.06
3	3	Z-082		E86301030	Table Top,PH FCD,HC 30"X48" W/Wilsonart Slate Grey D91K-60 Laminate & 11/4" Black T-Mold Edge w/ HC Emblem & HC Base W/Spider And 3" Column #MER201737 A&E#: Z-082 MFG Stock: MER201737	$79.86	$239.58
2	2	Z-081		E86301029	Table Top,PH FCD,30"X72" W/Wilsonart Slate Grey D91K-60 Laminate & 11/4" Black T-Mold Edge & (2)22"X30" Base W/Spider And (2)3" Column #MER201736 A&E#: Z-081 MFG Stock: MER201736	$140.08	$280.16
1	1	D-037		E86301049	Trash Unit - 48" W. Meridian 2.0. Unit Birch Plywood Stained "Pecan". Solid Surface Top "Yukon Riverstone". Includes Door With "Brushed Nichkel" Piano Hinges And U-Shape Cap. Metal Frame "Black" Warranty 1 Yr A&E#: D-037 MFG Stock: MER201747	$1,332.38	$1,332.38 Customer
1	1			E8630CR01	Crating Charge, MFG Stock: E8630CR01		$.00

FCI-Facility Concepts Inc

17	17	Z-227	H	E58270376	Chair,PH,Meridian 2.0,Natural Clear Wood Saddle Seat,Light Bronze Frame w/Clear Top Coat,Metal Swivel Glide w/Nylon Bottom,Z227,#CH-10343.2 A&E#: Z-227 MFG Stock: CH103432	$62.69	$1,065.73 Customer
12	0	Z-228	H	E58270377	Optional: Barstool,PH,Meridian 2.0,Natural Clear Wood Saddle Seat,Light Bronze Frame w/Clear Top Coat, Metal Swivel Glide w/Nylon Bottom,Metal Scuff Bar, Z228,#CH-10352.2 Meridian 1.0; for replacement orders only A&E#: Z-228 MFG Stock: CH103522	$78.36	$.00 Customer

INTERIOR SIGNAGE

Graphics Systems

1	1	L-064		E27250116	Sign,Store Hours Decal,PH,11.5" X 12",White Copy, Customize Houres Of Operation,Does Not Include Buffet Hours,#PIZPSV012012AV50 A&E#: L-064 MFG Stock: PIZPSV012012AV50 *Need Hours of Operation to place order	$17.77	$17.77 Customer

Visual Graphic System Inc

1	1	L-076		E21450678	Sign,Restroom,Men,PH,Meridian,#AD106RESTMEN A&E#: L-076 MFG Stock: AD106RESTMEN	$31.68	$31.68 Customer
1	1	L-077		E21450680	Sign,Restroom,Women,PH,Meridian,#AD106RESTWOMEN A&E#: L-077 MFG Stock: AD106RESTWOMEN	$31.68	$31.68 Customer

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2	2	L-907	E52005449	Sign,Employee Handwash Notice,PH,Graphic Systems #88320,English And Spanish,"Important Notice All Employees Must Wash Their Hands After Using The Restroom",WSM #6036697 A&E#: L-907 MFG Stock: GRA88320 *use E27250111	$25.91	$51.82 Customer
				Graphics Systems		
1	1	L-909	E27250089	Sign,Delivery Drivers Only,Mainpath #66933 #Pizpsv0120010000,Ea A&E#: L-909 MFG Stock: PIZPSV0120010000	$3.66	$3.66 Customer
1	1	L-910	E27250094	Sign,No Deliveries,#66688,Mainpath #PI PSV020000000P,Ea A&E#: L-910 MFG Stock: PIZPSV02000000P	$9.41	$9.41 Customer
		L-150		NOTE: L-150 "Danger do not open after dark" sign provided by YBFS.		
				LICENSE CABINET		
				RSCS Facilities Connection		
1	1	F-922	E76000875	Frame,Poster,PH,24"X30" Flip-Up Front Load W/ Finger Open Style,1.25" Wide Profile,F/Graphics Up To 1/2" Thick,#FFST A&E#: F-922 MFG Stock: FFST	$105.45	$105.45 Customer
				Total DECOR/INTERIOR ARTWORK		***$6,837.96***
				SIGNAGE		
				NOTE:Anchor Signs is only approved supplier for FCD Rural signage		
				ANCHOR SIGNS		
				Anchor Sign, Inc.		
1	1		E55200141	Sign,PH,Rural,34" Pizza Hut cloud sign Internally Illuminated MFG Stock: PZ000144	$1,309.95	$1,309.95
1	1		E55200137	Sign,PH,Rural,56" Flat Swirl Logo with backer Non-Illuminated MFG Stock: PZ000136	$686.93	$686.93
1	1		E55200138	Sign,PH,Rural,69" Flat Swirl Logo with backer Non-Illuminated MFG Stock: PZ000138	$931.88	$931.88
1	1		E5520PQ05	Signage, Per Quote,24" Pick Up Wall Sign MFG Stock: E5520PQ05		$.00
1	1		E5520PQ02	Site Survey Per Quote MFG Stock: E5520PQ02		$.00
1	1		E5520PQ04	Staff Time/ Labor,Budgetary MFG Stock: E5520PQ04		$.00
1	1		E5520PQ03	Permit Fee,Budgetary MFG Stock: E5520PQ03		$.00
1	1		E5520IN01	Installation Fee MFG Stock: E5520IN01		$.00
				Total SIGNAGE		***$2,928.76***
				INTERIOR MENUBOARD & OCB		
				The Wasserstrom Co		
2	2	D-591	E52005631	Menu Holder,PH,DBR,ABS,Black,#PH127	$19.67	$39.34 Customer

FCD RURAL

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Effective: Nov 5,2018

A&E#: D-591
MFG Stock: PH127

Total INTERIOR MENUBOARD & OCB ***$39.34***

PIZZA HUT/WINGSTREET EQUIPMENT

NOTE: DBR Ovens not required (Can use any approved oven supplier)

PH OVENS

Middleby Marshall Inc

1	1	C-938	E34150306	Oven,Double,Gas,NG,PH,#PS840,Wow Oven,40" Oven, Includes Energy Saving Modes,208-240V,W/ Window, Includes 10" Legs,Casters,Cover,Base, Restraining Device & Fasteners (Will Accommodate Lower Separator Bin/Cart Under Bottom Deck Crumb Pan) Cart Sold Separat A&E#: C-938 MFG Stock: PS840GDBLNG	$15,762.00	$15,762.00 Customer
1	1		E3415IN07	Installation (Daytime,M-F No Overtime) Dbl PS840Wow,F/All Sites MFG Stock: INSTALL2	$1,450.00	$1,450.00 Customer

MAKETABLE

NOTE: Front Facing not approved for Rural

Unified Brand Inc

1	1	P-134	E42900472	Maketable,8',PH,120/60/1,15 Amp,W/O Ticket Rail W/ Sliding Lid&Casters Inset From Ends, 3 Ea Doors, Removable Bull Nose Worktop,Custom Waste Port&Container In Worktop,Divider Bars, Service Valve,W/Mounting Bracket,High-Low Pressure Indicator,Side Service A&E#: P-134 MFG Stock: PH96F	$7,001.51	$7,001.51 Customer

Intermetro Industries Corp

1	1	K-886	E40609674	Wall Shelf Kit,8' Make Table,PH,#PHMTS8A 18"Dx96"L,F/U W/Ansul System,Metroseal III Direct Wall Mounted Shelves W/Hooks A&E#: K-886 MFG Stock: PHMTS8A	$108.66	$108.66 Customer

The Delfield Company

1	1	R-210	E30601002	Mega Top, Refrigerated,PH,27"Wx34"Dx45 5/8"H, R404A,12 Pan Sec 1 With Drawer Unit, 12 Pan Mega Top, Self-Contained Refrigeration, Includes all Adapter Bars Required for PH FCD & DBR Ingredient Layout, #D4427N-12M-M652 A&E#: R-210 MFG Stock: D4427N12MM652 *Required;used for salads	$2,027.16	$2,027.16 Customer

PROOFERS

Traulsen & Co Inc

1	1	P-804	E27200175	Proofer '05,Single Door #RPP132L-FHS-RH ,R/Hinge Accomodates 21" Cart,115V A&E#: P-804	$2,069.53	$2,069.53 Customer

FCD RURAL

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Effective: Nov 5,2018

MFG Stock: RPP132LFHSRH

DOUGH HOLDING

The Wasserstrom Co

1	1		E52001926	Cabinet,Dough Holding,2 Drawer W/Liners,Self Closing,18 & 20 Ga S/S,2 Front Adj Feet/2 Rear Suction Cup Feet,W/1 Red & 1 Green Handle 19.75"Lx19.5"Wx10.25"H,F/PH Tnc Dough PFS-TNCDD-DL-DS MFG Stock: CRLSNPFSTNCDDDL	$330.79	$330.79 Customer

FRYER

Pitco Frialator/Magikitch'N

1	1	C-959	E20119215	Fryer,Open,Single,PH,#PH-SFSSH60W,NG,120V,1PH, Solstice Supreme High Efficiency,W/Solofilter, W/ Wingstreet 4 Zone Cooking Computer W/Filter Data Function Software,100, 000 BTU/Hr,Automatic Self Cleaning Burner,Blower Free Combustion System, Matchless Aut A&E#: C-959 MFG Stock: PHSFSSH60WNG	$3,781.82	$3,781.82 Customer

Intermetro Industries Corp

1	1		E40609582	Hook,Double Hook For Shortening Cart,#HK26C Finish-Chrome,PH 1 MFG Stock: HK26C	$2.40	$2.40

Aero Mfg Co Inc

1	1	P-533	E40380217	Shuttle,Oil,#SSA925,70 Lbs/9.25 Gal Tank Cap 15.9"Wx48.6"Lx8.5"H,Min Fryer Drain,40.5 Max Waste Cont Hgt,Designed F/Drains As Low As 8.5" A&E#: P-533 MFG Stock: SSA925	$277.76	$277.76 Customer

PH/WS WORKSTATIONS

Intermetro Industries Corp

1	1	K-055	E40609634	Station,PH,#PHEXPO3,18X36,Under Counter EXP0 Station,Consisting Of: (4) 27PK3, 27" Metroseal III Post (2) 1836NK3,18X36 Metroseal III SHF A&E#: K-055 MFG Stock: PHEXPO3	$55.62	$55.62 Customer
1	1	K-195	E40609581	Grid System,Mop Sink,#PHMSG24,Consisting Of: (1) Sw40K3,Sw Track-K3,(1) Swgb1,Sw Grid Brkt Kit For Wall Trk,(1) Wg1824K3, 1824 Grid In Metroseal 3 (1) Fgs1224K3,Flat Grid Shelf,(4) PGHK6K3,6"Prong Hook Packed in 1 BOX,PH A&E#: K-195 MFG Stock: PHMSG24	$149.91	$149.91 Customer
1	1	K-216	E40609663	Workstation,3-Comp Sink System,PH,#PHWSS36 Metro 36"Lx36"H,Sink Wall System W/2 Shelves & Hooks Metroseal III A&E#: K-216 MFG Stock: PHWSS36	$172.68	$172.68 Customer
1	1	K-324	E40601159	Station,Wingstreet,Finishing, New Design, #PHWF36B,30X36X74,PHWS,Wingstreet Finishing Station SES Version Consisting Of: (2) 74PK3,74" Etroseal III Post (2) CC6006,39" Upper Front	$810.28	$810.28 Customer

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Effective: Nov 5,2018

				Post/ METROSEAL3 (2) 33PK3,33" Metroseal III Post (2) 3036NK3,30X36 Metrose A&E#: K-324 MFG Stock: PHWF36B		
1	1	K-326	E40609666	Workstation,Wall Prep Unit,PH,#PHWPW30 F/Use W/U/C Freezers E30607618 Or E30607619 A&E#: K-326 MFG Stock: PHWPW30	$171.52	$171.52 Customer
1	1	K-561	E40609665	Workstation,PH,#PHSS24,Secondary Prep Station Metro,24"Wx48"Lx74"H,W/Overshelves & S/S Worksurface & Undershelves,Metroseal III A&E#: K-561 MFG Stock: PHSS24	$205.57	$205.57 Customer
1	1	K-779	E40609569	Workstation,Delco Lite,Metroseal III #PHCT5DL DELCO LITE CUT TABLE Consisting Of:(4) 33PK3,33" Metroseal III Post,(3)3060NK3,30X60 Metroseal III SHF,(1) CC6008K,3060Ss Overlay (3)Dd6298,Box Lifts A&E#: K-779 MFG Stock: PHCT5DL	$476.30	$476.30 Customer
1	1	K-836	E40609671	Workstation,Box Storage System,PH,#PHWBS5R 84"Lx74"H,Wall Mounted Box System W/Free Standing Box Unit,Metroseal III A&E#: K-836 MFG Stock: PHWBS5R	$379.24	$379.24 Customer
2	2	K-870	E40600728	Shelf,Wall,#WS1424A,W/(2)Direct Mount Wall Brackets Consists Of: 1 1424NK3 14X24 METROSEAL3 Shelf 2 1WD14K3 NK3 14" Wall Mount 1 MSTRPK Pack Shelf & Brackets In One Box A&E#: K-870 MFG Stock: WS1424A	$61.79	$123.58 Customer
1	1	K-903	E40609640	Shelving Unit,Under Sink,PH #PHUS1824/ ETRO/18"WX24"LX27"H,2 Tiered Shelving Unit Metroseal III A&E#: K-903 MFG Stock: PHUS1824	$53.31	$53.31 Customer
1	1	K-941	E40600995	Station,Prep,30X48,#PHPREP3048C W/Casters Consists Of: 3 3048NK3 1 CC6008E S/S Overlay W/Rear Holes 2 1448NK3 2 63UPK3 2 27UPK3 2 CC6006 39"NK3 Posts 2 5M-NB Casters 2 5MB-NB Casters W/Brakes 4 DD14K3 6 DD30K3 6 H9995B Locking "S" Hooks 1 H14 A&E#: K-941 MFG Stock: PHPREP3048C	$530.27	$530.27 Customer
				Total PIZZA HUT/WINGSTREET EQUIPMENT		***$35,939.91***

THRU-PUT SYSTEM

FCD RURAL

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Effective: Nov 5,2018

DRINK/ICE SYSTEMS - FOH

NOTE:Confirm Line Set Length

Manitowoc C/O Cardinal Ice Eq

1	0	R-939	B	E30240491	Optional: Cuber,634#,IYF0600C-161,115/60/1 QuietQube Remote, Air Cooled,1/2 Dice,30"W,Use W/D400,D570 Bins,if Mounted on Drink Dispenser Requires K-00346 Baffle,Requires CVDF0600 Condenser A&E#: R-939 MFG Stock: IYF0600C-161	$2,114.36	$.00 Customer
1	0	R-940	B	E30240492	Optional: Condenser,CVDF0600-261,208/230/1,Remote Air-Cooled,Use W/IYF0600C-161,Choose line set, RC-21,RC-31 or RC-51 A&E#: R-940 MFG Stock: CVD0600-261	$938.21	$.00
1	0		B	E30240493	Optional: Remote refrigeration line set,RC-31,Use W/ CVDF0600-261 Remote Condenser,30' MFG Stock: RC-31	$154.18	$.00
1	0		B	E30240570	Optional: Baffle,Dispenser,#K-00346,Required F/30"Cuber/ Dispenser Combinations MFG Stock: K00346	$32.81	$.00 Customer

CUP DISPENSERS/BEVERAGE STATION

AJ Antunes and Co

1	1	S-728		E91900082	Dispensing Unit,Dial-A-Cup,#DACS-20 #9900310,2 Pack Dial-A-Cup A&E#: S-728 MFG Stock: 9900310 *REQUIRED; for use under counter	$209.89	$209.89 Customer

SELF-SERVE DRINK TABLE

NOTE: Self-serve drink table built by GC

DRIVE-THRU STAGING

NOTE: Drive-thru staging not used on current plan.

Total THRU-PUT SYSTEM ***$209.89***

SINKS/DISHWASHERS

CLEAN LANDING TABLE

Aero Mfg Co Inc

1	1	N-925		E40387157	Dishtable,Clean,R/H,2'6",PH,#3CD-R-30 /Dishwasher On L/End,S/S,Item Shipped Knocked Down A&E#: N-925 MFG Stock: 3CDR30	$291.87	$291.87 Customer
1	0	N-926		E40387156	Optional: Dishtable,Clean,L/H,2'6",PH,#3CD-L-30 F/Dishwasher On R/End,S/S,Item Shipped Knocked Down A&E#: N-926 MFG Stock: 3CDL30	$291.87	$.00 Customer

3 COMP SINK

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Effective: Nov 5,2018

Aero Mfg Co Inc

1	1	N-709	E40380230	Sink,3-Compartment,PH,# 3F3DCYUM-LH48/NF 85.6" X 30",Left To Right Flow,Dishwasher To Be On Right Side,Heavy Duty -16Ga 304 Stainless Steel Body,1 5/8" Od 16Ga Stainless Steel Legs W/ Adjustable Bullet Foot. NSF Approved (Takes 3 Leverdrains Not Inlcuded, A&E#: N-709 MFG Stock: 3F3DCYUMLH48NF	$819.87	$819.87 Customer
1	0	N-708	E40380231	Optional: Sink,3-Compartment,PH,# 3F3D YUM-RH48/NF 85.6" X 30",Right To Left Flow, Dishwasher To Be On Left Side,Heavy Duty -16Ga 304 Stainless Steel Body,1 5/8" Od 16Ga Stainless Steel Legs W/ Adjustable Bullet Foot.NSF Approved(Takes 3 Leverdrains Not Inlcuded, A&E#: N-708 MFG Stock: 3F3DCYUMRH48NF	$819.87	$.00 Customer
3	3	N-171	E40380167	Lever,Waste Drain,#S-20,2" Twist Type,F/All Free Standing Units A&E#: N-171 MFG Stock: S20 *Required for 3-Comp Sink	$37.49	$112.47 Customer

HAND SINKS

Aero Mfg Co Inc

2	2	N-062	E40380228	Sink,Hand,#HSK-SKV,Wall Mount,Bowl 10X14X5 Ss Construction,8"Rear Splash,Single Spout W/0.5 Gpm Aerator,Single Knee Valve,Basket Drain,Wall Mounting Brackets,NSF A&E#: N-062 MFG Stock: HSKSKV	$223.64	$447.28 Customer
4	4	N-923	E40387149	Side Splash,F/Hand Sink,Bolted #HANDSINKSPLASH 8"Hx15.25"L,W/1/8"Pilot Holes F/Sheet Metal Screw Use NSF Approved Silicone &Run A Bead In Between Sink&Splash A&E#: N-923 MFG Stock: HANDSINKSPLASH NOTE: Item sold in eaches. Order quantity (2) if needed for both left & right sides of handsink.	$32.85	$131.40 Customer

MOP SINK

RSCS Facilities Connection

1	1	N-207	E76000069	Sink,Mop Basin,#M63,24"X24",W/Strainer Mustee M-63 A&E#: N-207 MFG Stock: MUSTEEM63	$194.00	$194.00 Customer

Aero Mfg Co Inc

1	1	B-900	E40380210	Drain,Free Flow,#S75,F/Use W/Mop Sinks A&E#: B-900 MFG Stock: S75	$40.62	$40.62 Customer

Total SINKS/DISHWASHERS ***$2,037.51***

REFRIGERATION

Beverage Air Corporation

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Effective: Nov 5,2018

1	1	R-400	E16000000	Refrigerator,Undercounter,PH,115/60/Single,20"X20 1/2"X25 1/8",2.5 Cu Ft,S/S Ext,Front Top & Sides, Aluminum Int,Field Reversible Doors,Heavy Duty Cartridge Hinges,Snap In Door Gaskets & 2 Epoxy Coated Shelves Standard,3 Yr Parts & Labor With Additional 2 A&E#: R-400 MFG Stock: UCR20Y141	$1,036.72	$1,036.72 Customer
				The Delfield Company		
1	1	R-045	E30607619	Freezer,Worktop,PH,#403-DHL-WS1,Non-CE 115/60/1 27.25"Wx28.5"Dx37.25"H,33.25" Work Height,5.9 Cu S/S Top,Front,Doors,Sides,4" S/S Backsplash,W/3" Casters,L/Hinged,R404A A&E#: R-045 MFG Stock: 403DHLWS1	$938.89	$938.89 Customer
1	0	R-044	E30607618	Optional: Freezer,Worktop,PH,#403-DHR-WS1,Non-CE 115/60/1,27.25"Wx28.5"Dx37.25"H,33.25" Work Height,5.9 Cu,S/S Top,Front,Doors,Sides,4" S/S Backsplash,W/3" Casters,R/Hinged,R404A A&E#: R-044 MFG Stock: 403DHRWS1	$938.89	$.00 Customer
				The Wasserstrom Co		
1	1		E52005479	Post Kit,Shelving,PH,Intermetro #PHS31PK3 1"Diax30.5"H,Kit Consisiting Of (2) 31CPK3 30.5" Posts,(1) 9985 Split Sleeves In 1 Box, Metroseal WSM #6039097 MFG Stock: INMTRPHS31K3 *use E40601190 for Beverage Aire refrigerator	$21.63	$21.63
				Total REFRIGERATION		***$1,997.24***
				WORKSTATIONS/SHELVING -		
				Intermetro Industries Corp		
1	1	K-918	E40600945	Shelving Unit,5-Shelf,METROSEAL3,#PH112E Consists Of: 4 74PK3 Metroseal II Post 5 2448NK3 Shelf,24X48,Metroseal II A&E#: K-918 MFG Stock: PH112E	$164.96	$164.96 Customer
4	4	K-916	E40600947	Shelving Unit,5-Shelf,METROSEAL3,#PH112C Consists Of: 4 74PK3 Metroseal II Post 5 2436NK3 Shelf,24X36,Metroseal II A&E#: K-916 MFG Stock: PH112C	$139.14	$556.56 Customer
7	7	K-998	E40600970	Shelving Unit,5-Shelf,30X48X74 METROSEAL3,#PH114E Consists Of: 4 74PK3 Metroseal II Post 5 3048NK3 Shelf,30X48,Metroseal II A&E#: K-998 MFG Stock: PH114E	$218.13	$1,526.91 Customer
3	3	K-982	E40600942	Shelving Unit,5-Shelf,METROSEAL3,#PH114G Consists Of: 4 74PK3 Metroseal II Post 5 3060NK3 Shelf,30X60,Metroseal II	$245.47	$736.41 Customer

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					A&E#: K-982 MFG Stock: PH114G		
1	1	K-919		E40600944	Shelving Unit,5-Shelf,METROSEAL3,#PH112G Consists Of: 4 74PK3 Metroseal II Post 5 2460NK3 Shelf,24X60,Metroseal II A&E#: K-919 MFG Stock: PH112G	$189.27	$189.27 Customer
4	4	K-995		E40600969	Shelving Unit,5-Shelf,30X36X74 METROSEAL3,#PH114C Consists Of: 4 74 PK3 Metroseal II Post 5 3036NK3 Shelf,30X36,Metroseal II A&E#: K-995 MFG Stock: PH114C	$192.31	$769.24 Customer
48	48	K-912		E40607105	Hook, "S"Hook,Each,To Connect Shelving #9995Z A&E#: K-912 MFG Stock: 9995Z *use E40607105	$1.04	$49.92 Customer
					The Wasserstrom Co		
1	0		B	E52005479	Optional: Post Kit,Shelving,PH,Intermetro #PHS31PK3 1"Diax30.5"H,Kit Consisiting Of (2) 31CPK3 30.5" Posts,(1) 9985 Split Sleeves In 1 Box, Metroseal,WSM #6039097 MFG Stock: INMTRPHS31K3 *use E40601190 for Beverage Aire refrigerator	$21.63	$.00
					CARTS		
					Intermetro Industries Corp		
2	2	K-926		E40601110	Cart,Dough,#PHDC2130B,Pizza Hut Revised Design, 21"X30",Includes 4 Ea 54PK3 54" Posts,3 Ea #2130NK3 21X30 Wire Shelves,1 Ea #CC6010F DOLLY Shelf 4 Ea #B5DN Casters,8 Ea #L30N-4K3 30" Ledges,4 Ea #L21N-4K3 21" LEDGES,4 Ea Bags Of Gray Split Sleeves A&E#: K-926 MFG Stock: PHDC2130B	$296.98	$593.96 Customer
1	1	K-831		E40606358	Cart,Dirty Pan,#PHCTCRT23,PH,24"X36",Cut Table Consists Of:4 Ea 13UPK3 13" Mobile Metroseal III Post,4 Ea 5M Swivel Caster W/Bmpr 2 Ea #2436NK3 24"X36" Metroseal III Shelf A&E#: K-831 MFG Stock: PHCTCRT23	$106.00	$106.00 Customer
					The Wasserstrom Co		
1	1	K-830		E52005475	Cart,Separator,PH,B&B Systems #04100800,Black 6 Bushel,WSM #6039040 A&E#: K-830 MFG Stock: BBSYS4100800	$182.23	$182.23 Customer
					Total WORKSTATIONS/SHELVING -		***$4,875.46***
					MISCELLANEOUS EQUIPMENT		
					Best Buy/Multi Service Corp		
2	2			E56200162	TV, Samsung 50"Class (49.5"Diag.) - LED - 2160p - Smart - 4K Ultra HD TV Model # UN50MU6070FXZA MFG Stock: UN50MU6070FXZA	$438.89	$877.78
2	2			E5620WA11	Warranty,TV,2 Yr F/Insignia 40" Class LED HDTV,PH	$39.99	$79.98

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					BB11190995,#NS40D510NA2YR MFG Stock: 1713244		
2	2			E56200152	Bracket,Wall Mount,Full Motion,For 50" Or 65" Samsung TV,PH,#PA7624330702 MFG Stock: PA762	$182.88	$365.76 Customer
1	1			E56200163	TV, Samsung - 58"Class (57.5"Diag.) - LED - 2160p - Smart - 4K Ultra HD TV Model # UN58MU6070FXZA MFG Stock: UN58MU6070FXZA	$553.84	$553.84
1	1			E56200165	Warranty, PH TV, 2 Year Extended Warranty for Samsung 58" 4K	$69.99	$69.99
1	1			E56200152	Bracket,Wall Mount,Full Motion,For 50" Or 65" Samsung TV,PH,#PA7624330702 MFG Stock: PA762	$182.88	$182.88 Customer
					OFFICE EQUIPMENT		
					Intermetro Industries Corp		
1	1	K-879		E40609661	Workstation,Manager'S/Order Station,PH, #PHMW48D Metro,24"Wx48"Lx74"H,Chrome Overshelves W/Galvanized Work Top A&E#: K-879 MFG Stock: PHMW48D NOTE: K-879 Metro #PHMW48D is used for BOTH the 4'0"Order Entry & the Manager's Workstation.	$209.06	$209.06 Customer
1	0	K-938		E40600391	Optional: Counter,Order Entry,2',Metro #PH2ORD-B Consists Of: (1)2424FS Shelf; (3)2424NK3 Shelves; (4)54PK3 Cut To 40 5/16; (1)1824NK3 Shelf; (2)1Wd18NK3 Brackets A&E#: K-938 MFG Stock: PH2ORDB	$166.81	$.00 Customer
					The Wasserstrom Co		
1	1	F-270		E52005531	Kit,First Aid,Yum,Prostat#3200,Yum 36U Steel Ansi Comp 2015,WSM#6042763,Includes Hardware Consists Of: (1) 2427,36 Unit Kit Mt First Aid Logo; (1) 0691 Hand Sanitizer .9Gm 6 Per Zip; (1) Burn Gel 9Gm 10/Zip; (1) 2084 Body Fluid Clean Up Kit; (1) 201 A&E#: F-270 MFG Stock: PRST3200	$48.58	$48.58
1	1	F-027		E52005733	Cabinet, File, 2-Drawer, Vertical, Legal, H312C.P.L/Hon Industries, #106053 A&E#: F-027 MFG Stock: H312CPL	$260.50	$260.50
1	1	F-023		E52009984	Stool,Backless,30"Fixed Height,B&B Systems #04060550,WSM#238500 A&E#: F-023 MFG Stock: BBS04060550	$48.56	$48.56
					SAFE		
					American Security Products Co		
1	1	F-178	B	E57420003	Safe,Money Manager W/Wizard,PH,W/Pizza Hut Settings,Includes 5 Blue User Keys And 1 Red Manager Key,#9336131 A&E#: F-178 MFG Stock: 9336131	$1,145.76	$1,145.76 Customer
1	1		B	E5742IN02	Installation,Safe,PH,#INSTALLAMSC	$250.00	$250.00

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Effective: Nov 5,2018

MFG Stock: INSTALLAMSC

DELIVERY EQUIPMENT

NOTE: Drop boxes are standard for Corporate, optional for Franchisees.

National Marketing Inc

3	3	F-179		E56990006	Drop Box,Security,Junior,PH,#DD-330 20 7/8X5-3/8X5-1/4, 5 Individual Lockable Doors Locking Bar,Sand Color,Mounting Hardware Must Be Ordered Separately A&E#: F-179 MFG Stock: DD330	$133.46	$400.38 Customer
3	3			E56990007	Mounting Bar,F/Drop Box,PH,#DD-330BAR Security Junior MFG Stock: DD330BAR	$21.70	$65.10 Customer
3	3			E56990001	Lock,Import,PH,#4130(KIT OF FIVE) MFG Stock: 4130KDKIT	$27.34	$82.02 Customer
					Total MISCELLANEOUS EQUIPMENT		***$4,640.19***

BUILDING EQUIPMENT

SECURITY SYSTEMS

Johnson Controls Security Solutions LLC

1	1	U-909		E53200146	Security System,4 Button,F/Pizza Hut PW-DIL,See E5320IN50 F/Installation Consists Of: 1 Vista Control Panel 1 Vista Alpha Keypad 1 Battery 1 Phone Jack 1 Telco Cord 1 Interior Siren 3 Standard Door Contact 1 Motion Sensor 4 Hold-Up Button Wire A&E#: U-909 MFG Stock: E53200146	$525.14	$525.14 Customer
1	1			E5320IN50	Installation,F/Pizza Hut PW-DIL,4 Button Security System,Use W/E53200146 MFG Stock: 5320IN50	$1,350.00	$1,350.00
					Total BUILDING EQUIPMENT		***$1,875.14***

CCTV SYSTEMS

NOTE: department directly procures all security equipment for PH

Total CCTV SYSTEMS ***$.00***

SMALLWARES - GENERAL

PANS/SEPARATORS (VARIABLE)

NOTE: Items in this section may vary. Confirm Quantities with Operator.

The Wasserstrom Co

12	12		G	E52001929	Pan,Pizza,PH,12",Perf,Thin,NSF,Carlson Products#PFS12PR,WSM#6009746 MFG Stock: CRLSNPFS12PR NOTE: 12 EACH PER CASE	$64.30	$771.60
12	12		G	E52001932	Separator,Elevated,PH,12" White,C3 Comalloy	$30.26	$363.12

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				Material,Scholar Craft Products#6010110 WSM#10442 MFG Stock: SCRFT6010110 NOTE: 12 EACH PER CASE		
15	15	G	E52001928	Pan,Pizza,PH,14",Perf,Thin,NSF,Carlson Products#PFS14PR,WSM#6009745 MFG Stock: CRLSNPFS14PR NOTE: 12 EACH PER CASE	$86.70	$1,300.50
15	15	G	E52001933	Separator,Elevated,PH,14",Gray,C3 Comalloy Material,Scholar Craft Products #6010109 WSM#10458 MFG Stock: SCRFT6010109 NOTE: 12 EACH PER CASE	$35.36	$530.40
6	6	G	E52005802	Pan,Vented,Deep Dish,12",.063" Gauge,Clearcoat Aluminum,PFS12DD-V-CC,CARLSON MFG Stock: PFS12DD-V-CC NOTE: 12 EACH PER CASE	$78.20	$469.20
				PIONEER PLASTICS		
6	6	G	E52001188	Separator,12",Flat,DD,Black,12/Case Pnr#10963 PH#10963,WSM#298402Sp WSM #298402SP MFG Stock: PNR10963 NOTE: 12 EACH PER CASE	$46.64	$279.84
				The Wasserstrom Co		
13	13	G	E52005803	Pan,Vented,Deep Dish,14",.063" Gauge,Clearcoat Aluminum,PFS14DD-V-CC,CARLSON MFG Stock: PFS14DD-V-CC NOTE: 12 EACH PER CASE	$94.69	$1,230.97
				ALABAMA PLASTICS		
13	13	G	E52009340	Separator,14",Flat,DD,Black,12/Box Albmapl#10964 PH#10964,WSM#137600 MFG Stock: ALBMAPL10964 NOTE: 12 EACH PER CASE	$58.79	$764.27
				The Wasserstrom Co		
2	0	G	E52009288	Optional: Pan,Pizza,16",Thin,Perf,Plain,F/Bn, Carlson 10760,PH#10760,WSM#398114 MFG Stock: CRLSN10760 *used to thaw full packs of TNC 12/case	$145.98	$.00
				PIONEER PLASTICS		
2	0	G	E52009289	Optional: Separator,16",16"(Bny),Elev,Thin,Gray PNR#1076 PH#10761,PFS#09165,WSM#298413 MFG Stock: PNR10761 *used to thaw full packs of TNC 12/case	$58.94	$.00
				The Wasserstrom Co		
10	10	G	E52005472	Pan,Pizza,PH,Carlson #PFS09SPFULL,9",Fast Bake Thin,W/Extended Screen Pattern,WSM #6038615 MFG Stock: CRLSNPFS09SPFULL *Required 12/Case	$100.05	$1,000.50
10	10	G	E52009499	Separator,9",Elev,Thin,White,Alabama P astics#10340,PH #10340,WSM #154331 MFG Stock: ALBMAPL10340 *Required 12/case	$41.27	$412.70
6	6	G	E52001963	Shelf,Drain,Pan,Food,1/6 Sz,Translucent 6 3/8" X 6 15/16",NSF,Cambro#60PPD,WSM#252467 MFG Stock: CAM60PPD	$1.10	$6.60
4	4	G	E52001972	Shelf,Drain,Pan,Food,1/4 Sz,Transulcent 6 3/8"X10 7/16",NSF,Cambro#40PPD,WSM#6013118 MFG Stock: CMFG40PPD	$1.67	$6.68
				VOLLRATH		
8	8	G	E52000069	Pan,S/S,1/2 Sz,6"D,W/Stack Lugs 22 Ga,Vollrath #30262,WSM #100106 MFG Stock: VOC30262	$14.36	$114.88 Customer
7	7	G	E52007357	Pan,S/S,1/3 Sz,6"D,W/Stack Lugs 22 Ga,Vollrath #30362,WSM #100200,Ea MFG Stock: VOC30362	$10.15	$71.05 Customer

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10	10	G	E52003576	Pan,S/S,1/4 Sz,6"D,W/Stack Lugs 22 Ga,Vollrath #30462,WSM #100305,Ea MFG Stock: VOC30462	$11.97	$119.70
10	10	G	E52000594	Pan,S/S,1/6 Sz,6"D,W/Stack Lugs 22 Ga,Vollrath #30662,WSM #100417,Ea ,400255A MFG Stock: VOC30662	$6.57	$65.70 Customer
10	10	G	E52007352	Pan,S/S,1/9 Sz,4"D,W/Stack Lugs 22 Ga,Vollrath #30942,WSM #100500,Ea ,400259A MFG Stock: VOC30942	$4.77	$47.70 Customer

CONTAINERS (VARIABLE)

NOTE: Items in this section may vary. Confirm Quantities with Operator.

				CARLISLE		
6	6	G	E52003767	Baine Marie F/Sauce Bucket,12 Qt Carlisle #1205-30,WSM #100340 MFG Stock: CARLISLE120530	$5.17	$31.02
6	6	G	E52009398	Lid,White,F/Use With Carlisle Con- Tainer 1200 (12 Qt),1800 (18 Qt),& 2200 (22 Qt),Carlisle 1202-02,PH 10589 WSM 214154,Ea MFG Stock: CARLISLE120202	$1.84	$11.04 Customer
3	3	G	E52002873	Lid,Bains Marie,PH,12-3/4"X3/4",Yellow,F/12 18 &22 Qt,Custom,Carlisle#120204,WSM#100448 MFG Stock: CARLISLE120204	$1.84	$5.52
4	4	G	E52001194	Container,Food,3 1/2Qt.,Carlisle# No350Pe WSM#214147,Ea MFG Stock: CARLISLENO350PE	$1.59	$6.36
2	2	G	E52000999	Container,2 Qt,Carlisle#0200-02 WSM#608404,Ea MFG Stock: CARLISLE020002 USED FOR: Used at the maketable.	$1.33	$2.66
8	8	G	E52001219	Lid,F/2&4 Qt Containers,PFS#10089,Translucent Carlisle#NO202PPW/NO203-PE,WSM#107503 Ea MFG Stock: CARLISLENO202PPY NOTE: Use Carlisle lid #0203-02 with Carlisle 2QT & 3.5QT Bain Marie Containers.	$.90	$7.20
				The Wasserstrom Co		
2	2	G	E52007597	Jar,Plastic,PH,1 Gal,Wide Mouth,Natural Berlin Packaging #229832,WSM#6021700 MFG Stock: BP229832	$.96	$1.92
2	2	G	E52004475	Kit,Oil Pump,PH,FIFO #VP2PHKIT,Includes: (1) 1 Oz Pump,(1) Restrictor Cap W/Laser Etching,(1) Push Cap,WSM#6032277 MFG Stock: FIFOVP2PHKIT	$6.90	$13.80 Customer

BREADSTICKS (VARIABLE)

				The Wasserstrom Co		
4	4	G	E52009971	Cutter/Scraper,Breadstick,1/2 Sz,In Pan 430 S/S 6.30"Lx4.72"Wx.79"H,Poly Handle,NSF Franke #27025933,WSM#254606 Handle:White MFG Stock: FCSI27025933	$4.17	$16.68
				CARLSON		
12	12	G	E52003408	Pan,Breadstick,9" X 13",Carlson#10665 WSM#398131 MFG Stock: CRLSN10665 NOTE: 12 EACH PER CASE	$108.31	$1,299.72
				PIONEER PLASTICS		
12	12	G	E52009375	Separator,Breadstick,Flat,DD,White,Pioneer Plastics #10666,WSM#154346,Aka 010732 MFG Stock: PPL10666 NOTE: 12 EACH PER CASE	$39.57	$474.84

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					CARLSON		
2	2		G	E52007414	Shield,Breadstick Pan,Crlsn#PFSBOLISHIELD WSM#398099 MFG Stock: CRLSNPFSBOLISHIELD NOTE: 12 EACH PER CASE	$101.24	$202.48
					The Wasserstrom Co		
2	2		G	E52009619	Shield,1/2 Sz,PH,F/Full Size Breadstick Pan F/Cooking 1/2 Pan Of Cinnamon Sticks C rlson#PFSBSSSDIVIDER,WSM #114398 MFG Stock: CRLSNPFSBSSSDIVIDER NOTE: 12 EACH PER CASE	$63.92	$127.84
6	6		G	E52009694	Pan,Breadstick,1/2 Sz,Aluminum,.072 3003 O-Temper Clear Anodized,NSF,Carlson#PFSBS-H WSM#384904 MFG Stock: CRLSNPFSBSH NOTE: 12 EACH PER CASE	$75.33	$451.98
6	6		G	E52009697	Separator,Breadstick,1/2 Sz,7 3/4"X10" Comalloy White,NSF,Pioneer#SEP002,WSM#885559 MFG Stock: PNRSEP002 NOTE: 12 EACH PER CASE	$38.02	$228.12
2	2		G	E52005780	Shield, Perforated, Fits 1/2 Breadstick Pan, Clear Coat CARLSON PRODUCTS PFS-CBLID-H-CC MFG Stock: PFS-CBLID-H-CC NOTE: 12 EACH PER CASE	$96.86	$193.72
4	4		G	E52007473	Shaker Seasoning,PH,12 Oz,Clear,Tritan Material Base,W/S/S Lid W/1/4" Holes,Clipper #21500506 WSM#6015480 MFG Stock: CLIPPER21500506	$3.65	$14.60
2	2		G	E52007417	Container,2Qt,Yellow,Carlisle#0200- 04,WSM#106643 MFG Stock: CARLISLE020004 USED FOR: Used for breadstick oil.	$1.32	$2.64
					CARLISLE		
2	2		G	E52001219	Lid,F/2&4 Qt Containers,PFS#10089,Translucent Carlisle#NO202PPW/NO203-PE,WSM#107503 Ea MFG Stock: CARLISLENO202PPY	$.90	$1.80
					GUEST AREA		
					The Wasserstrom Co		
1	1		G	E52005763	Mat,Floor,3'x5',Ribbed,Pepper,#SP1043-PP, Spellbound, SMC #6059058 MFG Stock: SP1043PP	$23.29	$23.29 Customer
2	2	F-506	H	E52003342	Chair,High,Natural Oak,Tomlinson #1016303,WSM #684310 A&E#: F-506 MFG Stock: TMLNSN1016303	$70.60	$141.20
					CLEANING & MAINTENANCE		
					TRAEX		
2	2		G	E52001129	Rack,Plate&Tray,19.75"Lx19.75"Wx4"H Vollrath#TR-3 WSM#327652 MFG Stock: VOCTR3	$15.71	$31.42
					RUBBERMAID		
2	2	B-400	G	E52000203	Container,Trash,32 Gal,Gray Rubbermaid #2632,WSM #652801 A&E#: B-400 MFG Stock: RUC2632	$18.67	$37.34 Customer
1	1		G	E52000201	Dolly,For Rubbermaid 20,32,44,&55Gal Container Blk,Rubbermaid2640,WSM#65310 MFG Stock: RUC2640	$25.90	$25.90 Customer
4	4	B-405	G	E52002863	Container,Wastebasket,Slim Jim,W/Handles,15 Gal. Gray,RUC#3541,WSM#6046109 A&E#: B-405	$18.99	$75.96 Customer

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				MFG Stock: RUC3541		
				KAY CHEMICAL		
1	1	G	E52004096	Sticker,Replacement,F/Sink,Kay# F31505-01 WSM#610207 MFG Stock: KAYF315051	$1.80	$1.80 Customer
				The Wasserstrom Co		
1	1	G	E52009976	Ladder,Step,5',Aluminum.250#CAPACITY Industrial Products Inc#365,WSM#668309 MFG Stock: IPI365	$83.33	$83.33
				CLEANING CONSOLIDATION TOOLS		
				The Wasserstrom Co		
1	1	G	E52007454	Kit,Starter,Cleaning Tool,PH,Includes 1 Ea Of: Green Mop Bucket & Wringer,Green Dual Surface Deck Brush,22" Green Floor Squeegee,Blue Lobby Dust Pan,Tool Holder & 2 Eaof:Green Mop Head Green Angled Lobby Broom & 5 Ea Of:54" Universal Aluminum Handle,Shipp MFG Stock: KAY92212779	$164.34	$164.34
				IMPACT		
2	2	G	E52004170	Sign,Caution,Wet-Floor,Bi-Lingual ,Impact #9152 WSM #425070,404099 MFG Stock: IMPT9152	$6.19	$12.38
				The Wasserstrom Co		
1	1	G	E52007458	Brush,Cleaning,Janitorial,PH,8",Green,Kay Chemical#89990214,WSM#6014575 MFG Stock: KAY89990214	$7.72	$7.72
1	1	G	E52007459	Kit,Starter,Window Cleaning,PH,Includes 1 Ea Of:Cleaning Solution Bucket,Window Scrubber 14" Squeegee,Kay Chemical#92213102,WSM#601478 MFG Stock: KAY92213102	$21.12	$21.12
2	2	G	E52004993	Kit,Starter,Aromist,F/Restroom,Includes: (1) Dispenser,(1) Refill,(2) C Batteries Kay#1110051 WSM#6027954 MFG Stock: KAY1110051	$30.28	$60.56
1	1	G	E52007445	Brush,Toilet,Bowl,PH,Kay Chemical#89990164 WSM#6014555 MFG Stock: KAY89990164	$1.46	$1.46
1	1	G	E52007449	Caddy,Restroom,PH,Yellow,Kay Chemical #89990186 WSM#6014561 MFG Stock: KAY8990186	$7.92	$7.92
1	1	G	E52007455	Tool,Debris,PH,Kay Chemical#V0394,WSM#6014577 MFG Stock: KAYV0394	$10.50	$10.50
				IMPACT		
1	1	G	E52004169	Goggles,Safety,PVC Body,Plastic Lens ,Impact #7321,WSM #425069 MFG Stock: IMPT7321	$1.41	$1.41
				CARLISLE		
1	1	G	E52005504	Brush,Small Cleaning,6 1/2"Lx1/4"Dia ,White Bristles,Carlisle40157-00,WSM #702780 MFG Stock: CARLISLE4015700	$.86	$.86
				The Wasserstrom Co		
4	4	G	E52008898	Sanitizer Stand Bucket,11.56"Wx 26.07"H,Black Powder Coated Steel,W/ Spray Bottle Hooks,Franke #2702-4106,WSM #307309 MFG Stock: FCSI27024106	$21.32	$85.28 Customer
4	4	G	E52008695	Bucket,10 Qt,Yellow,Plastic,Printed "Sanitizer" Odell #PLS10Y,WSM #136289 MFG Stock: ODELLPLS10Y	$3.06	$12.24
1	1	G	E52007452	Holder,Spray Bottle,PH,3-Compartment Kay Chemical#2433,WSM#6014564 MFG Stock: KAY2433	$4.77	$4.77

				3 M		
2	2	G	E52000570	Pad,Hand,6"X9",Green,3M#96N,10/Cs Royal Paper Products #S960,WSM #621305 MFG Stock: RPPS960	$9.07	$18.14
				The Wasserstrom Co		
1	0	G	E52007460	Optional: Sprayer,Pump-Up,PH,2 Gallon, .B.Smith#190216 WSM#6014620 MFG Stock: DBS190216 *used for cleaning dumpster pads and sidewalks	$25.03	$.00
1	0	G	E52007448	Optional: Broom,Push,PH,18",Outside,Kay Chemical #89990136,WSM#6014560 MFG Stock: KAY89990136	$8.26	$.00
1	0	G	E52007457	Optional: Broom,Corn,PH,W/Wooden Handle,Kay Chemical #89990133,WSM#6009018 MFG Stock: KAY89990133	$8.91	$.00
1	0	G	E52007446	Optional: Brush,Wire,Drain,PH,36",Twisted,Black Kay Chemical#89992092,WSM#6014558 MFG Stock: KAY89992092	$25.48	$.00
1	0	G	E52007451	Optional: Brush,Deck,Head,PH,Rectangular Swivel Black Kay Chemical#89992094,WSM#6014565 MFG Stock: KAY89992094	$6.49	$.00
				KAY CHEMICAL		
3	0	G	E52003429	Optional: Bottle,Spray,Quat Sanitizer,32 Oz 3/Pk Kay #2504,WSM #357416 MFG Stock: KAY2504	$4.51	$.00
3	0	G	E52003431	Optional: Bottle,Spray,F/Multi-Surface & Glass 32 Oz,3/Pk,Kay #2490,WSM #357415 MFG Stock: KAY2490	$4.52	$.00
3	0	G	E52003430	Optional: Bottle,Spray,Degreaser,32 Oz 3/Pk,Kay #2494,WSM #357408 MFG Stock: KAY2494	$4.52	$.00
				NOTE: Kay Chemical Spray Bottles-Degreaser (E2670V004/027543), Multi-Surface&Glass (E2670V003/027544), & Sanitizer (E2670V002/027545) are provided as part of the Exacta Chemical Dispensing System.		
				The Wasserstrom Co		
1	0	G	E52001690	Optional: Bucket Plastic,Red,Unprinted,10 Qt Impact#5510R,WSM#425056 MFG Stock: IMPT425056 USED FOR: Optional Alconox Fryer Cleaning Tools	$3.24	$.00
1	0	G	E52001691	Optional: Scraper,Food,Plastic,Red,8"X3"X1/2" B&B Systems#04070200,WSM#107178 MFG Stock: BBS04070200 USED FOR: Optional Alconox Fryer Cleaning Tools	$5.91	$.00
				OFFICE SUPPLIES		
				The Wasserstrom Co		
1	1	G	E52009937	Marker,Regular/Chisel Point,Black,Corporate Express #CEB50888,WSM#978444 MFG Stock: CPXICEB50888	$5.07	$5.07
1	1	G	E52008452	Stapler,Desktop,Full Strip,Black Corp Exp Swingline #54501,WSM #317376 MFG Stock: CRPEXP272120	$11.77	$11.77
1	1	G	E52008448	Staples,Standard Size,5M/Bx,Corp Exp Swingline #35108,WSM #317371 MFG Stock: CRPEXP112284	$.69	$.69
1	1	G	E52008463	Calculator,Desktop,12 Digit,2 Color Printing W/Cost-Sell-Margine,Time/Date Feature,Corp Express #VCT12082,WSM #317378 MFG Stock: CRPEXP473667	$58.74	$58.74
1	1	G	E52005663	Hole Punch,3-Hole,Adjustable,10 Sheet ASS#6042259 Office City Express #BSN65645 MFG Stock: BSN65645	$6.70	$6.70
2	2	G	E52008435	Shears,Straight,Trimmer,8"L,Corp Exp Acme United #10572,WSM#800068 MFG Stock: CRPEXP505263	$2.23	$4.46
4	4	G	E52008446	Clipboard,9"X12.5",Brown,Corp Exp Office Mate #83100,WSM #317369	$1.52	$6.08

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					MFG Stock: CRPEXP522003		
1	1		G	E52008442	Push Pin,Plastic,Asst Colors,100 Ea/Bx,Corp Exp Officemate #92610,WSM# 317365 MFG Stock: CRPEXP224147	$1.99	$1.99
1	1		G	E52006542	Bag,Deposit,11X15,Two Pocket,Tamper Evident,250 Per Box,Ampac #HUT3011 WSM #389205 MFG Stock: AMPACHUT3011	$44.76	$44.76
2	0		G	E52001804	Optional: Dispenser,Mrd Label,"Hang-N-Go" F/2"Rolls Green,Plastic,17-1/2"Lx3-3/4"Wx2"H F/Use W/Gin 70918 Mrd Labels,Ecolab#11317-02-00 WSM#983821 MFG Stock: ECLB113170200	$2.30	$.00
					SHELF MARKERS (SHELVING OPTIMIZATION)		
					The Wasserstrom Co		
2	2		G	E52001883	Marker,Shelf,6",Blue,6/Bag,Intermetro#BCSM6-B WSM#6007485 MFG Stock: METROBCSM6B USED FOR: Dough (Cooler & Freezer)-Shelving Optimization	$5.94	$11.88
1	1		G	E52001884	Marker,Shelf,6",Green,6/Bag,Intermetro #BCSM6-G WSM#6007487 MFG Stock: METROBCSM6G USED FOR: Veggies (Cooler)-Shelving Optimization	$5.94	$5.94
2	2		G	E52001885	Marker,Shelf,6",Red,6/Bag,Intermetro #BCSM6-R WSM#6007488 MFG Stock: METROBCSM6R USED FOR: Dry Storage Goods (includes hemicals)-Shelving Optimization	$5.94	$11.88
1	1		G	E52001886	Marker,Shelf,6",Tan,6/Bag,Intermetro #BCSM6-T WSM#6007484 MFG Stock: METROBCSM6T USED FOR: Proteins (Cooler)-Shelving Optimization	$5.94	$5.94
1	1		G	E52001887	Marker,Shelf,6",White,6/Bag,Intermetro #BCSM6-W WSM#6007486 MFG Stock: METROBCSM6W USED FOR: Cheese (Cooler)-Shelving Optimization	$5.94	$5.94
1	1		G	E52001888	Marker,Shelf,6",Yellow,6/Bag,Intermetro #BCSM6-Y WSM#6007483 MFG Stock: METROBCSM6Y USED FOR: Raw Chicken (Freezer)-Shelving Optimization	$5.94	$5.94
					Total SMALLWARES - GENERAL		***$11,666.07***
					SMALLWARES - PIZZA HUT		
					DELIVERY/CARRY-OUT SMALLWARES		
					The Wasserstrom Co		
1	1	S-457	G	E52008220	Holder,Bag,Speedpak W/Plastic Base Narrow Tab Hook,Rivited Bumpers,Metal Arms,Approved F/Pizza Hut & Approved F/KFC Non-Vision Pack Line & KFC Xpress #27012968 A&E#: S-457 MFG Stock: FCSI27012968	$37.09	$37.09
1	1		G	E52002981	Tags,Delivery Pack,10 Tags/Set,(2)Sheets Of Number 0-9 Tags,30 Zip Ties,NSF,Franke#27023414 WSM #646221 MFG Stock: FCSI27023414	$6.52	$6.52
20	20		B	E52005657	Bag, pizza delivery, 3 pie, red, holds (3) 14" MFG Stock: PH153R	$20.92	$418.40 Customer
3	3		B	E52005672	Bag, pizza delivery, 6 pie, red, holds (6) 14" MFG Stock: PH156R	$36.05	$108.15 Customer
8	8		B	E52005674	Sign,Delivery,Roof Shape,PH,2017,Hut Style Sign, 8"Wx25"Lx8"H,LED Version, Includes:Light System, (4) Magnets & Cigarette Lighter Adapter Plug, (2) LED Bulbs	$124.84	$998.72 Customer

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QUALITY INITIATIVE SMALLWARES

				The Wasserstrom Co		
4	4	G	E52006534	Ring,Quality,Rectangle,Breadstick Pan,PH Black W/Lt Gray Print,Pioneer Plastics #QRB001 WSM#298447 MFG Stock: PNRQRB001 USED FOR: Rectangular pizza	$4.39	$17.56
2	2	G	E52004402	Ring,Quality,PH,12",C3 Comalloy Material White W/Green Print,Universal,Pioneer Plastics #QRBE12 WSM#6022631 MFG Stock: PNRQRBE12	$3.28	$6.56
2	2	G	E52004403	Ring,Speed,PH,14",C3 Comalloymaterial,White W/Red Print,Universal,Pioneer Plastics#QRBE14 WSM#6022632 MFG Stock: PNRQRBE14	$3.61	$7.22
2	2	G	E52004401	Ring,Quality,PH,9",C3 Comalloy Material White W/Blue Print,Universal,Pioneer Plastics #QRBE09 WSM#6022630 MFG Stock: PNRQRBE09	$3.49	$6.98
2	2	G	E52005786	Shaker,Seasoning,PH,12-Oz Clear Tumbler,Printed â€œCinnamon Sugarâ€• W/Graduations,W/White Plastic Lid, 1/3â€• diameter holes, CAMBRO #LDT12PER100-SO172927C MFG Stock: LDT12PER100SO172927C	$2.52	$5.04
2	2	G	E52001919	Shovel,W/Red Plastic Polypropylene Handle S/S Beveled Front Edge Blade,6.5"Wx6",NSF PH,Dexter Russell Cutlery#S287-6 1/2 R-PH (16953) WSM#6009280 MFG Stock: RHCS287612RPH16953	$9.96	$19.92
1	1	G	E52004453	Cup,Veggie,Calibration,PH,Pioneer#VCUP001 Clear Printed On 3 Sides,WSM#6030246 MFG Stock: PNRVCUP001	$9.19	$9.19
3	3	G	E52002988	Cup,Garnish,PH,Scholarcraft#CUPPI60,Acrylic Yellow W/White Artwork,WSM#6030304 MFG Stock: SCRFTCUPPI60	$3.08	$9.24
3	3	G	E52002989	Cup,Cheese,PH,Scholarcraft#CUPPPPC109,PPP Acrylic Smoke W/White Printing,WSM#6030306 MFG Stock: SCRFTCUPPPPC109	$3.21	$9.63
3	3	G	E52005707	Cup,Cheese,Lrg,Htt/Tnc,Clear W/Red Print MFG Stock: CUPLCHTT477CL	$4.15	$12.45
3	3	G	E52005705	Cup,Cheese,Lrg,Pan Only,Red W/ Wht Print MFG Stock: CUPLC585RD	$4.24	$12.72
3	3	G	E52005706	Cup,Cheese,Med,Pan Only,Grn W/ Wht Print MFG Stock: CUPMC414GR	$4.72	$14.16
3	3	G	E52002991	Cup,Cheese,PH,Scholarcraft#CUPMC337,Medium Acrylic,Clear W/Green Print,WSM#6030308 MFG Stock: SCRFTCUPMC337	$3.56	$10.68
3	3	G	E52002993	Cup,Meat,PH,Scholarcraft#CUPPPPM124,PPP, Acrylic Smoke W/White Print,WSM#6030311 MFG Stock: SCRFTCUPPPPM124	$4.17	$12.51
3	3	G	E52002995	Cup,Meat,PH,Scholarcraft#CUPMM292,Medium, Acrylic Clear W/Green Print,WSM#6030313 MFG Stock: SCRFTCUPMM292	$4.44	$13.32
3	3	G	E52002996	Cup,Meat,PH,Scholarcraft#CUPLM405,Large Acrylic Red W/White Print,WSM#6030314 MFG Stock: SCRFTCUPLM405	$4.82	$14.46
3	3	G	E52002994	Cup,Meat,PH,Scholarcraft#CUPSM190,Small, Acrylic Blue W/White Print,WSM#6030312 MFG Stock: SCRFTCUPSM190 9" PIZZA ONLY	$4.31	$12.93
3	3	G	E52002990	Cup,Cheese,PH,Scholarcraft#CUPSC197,Small, Acrylic,Blue W/White Print,WSM#6030307 MFG Stock: SCRFTCUPSC197 9" PIZZA ONLY	$3.21	$9.63
3	3	G	E52005702	Oil Trigger Sprayer with Bottle, Direct Printed "OIL", FG32EVOPH1-12 MFG Stock: FG32EVOPH1-12	$6.00	$18.00
1	1	G	E52005708	Funnel,F/Bottle Sprayer W/ Evo Trigger MFG Stock: mgfunelw96	$.46	$.46

WORKSTATION ACCESSORIES

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					The Wasserstrom Co		
1	1		G	E52008897	Tray,Wrap/Bag,S/S Wire,Stackable Organizer F/Make Table,16.69"Wx2.5"Hx 06.53"D,Franke#2702-4082 #WSM #225944 MFG Stock: FCSI27024082	$25.41	$25.41
4	4		G	E52004464	Holder,Job Aid,0.60 Polycarbonate,Clear May Advertising #295931,SMC#6030862 MFG Stock: MAYAD295931	$6.18	$24.72
2	2	S--914	G	E52008114	Ticket Rail,Aluminum,36",San Jamar #CK6536A,WSM #313010 A&E#: S--914 MFG Stock: SNJMRCK6536A	$14.36	$28.72
					TUSCANI PASTA SMALLWARES		
					CAMBRO		
1	1		G	E52008039	Cup,Measure,2 Cup,Clear,Polycarbonate,Cambro #50MCCW-135,WSM#135340 MFG Stock: CAM50MCCW135	$5.73	$5.73
					The Wasserstrom Co		
1	1		G	E52004618	Pan,Camwear,Clear,Fullx2.5",Polycarbonate Cambro Inc #12CW-135,WSM #104944 MFG Stock: CAM12CW135	$9.62	$9.62
1	1		G	E52008692	Rack,Thaw,S/S,15"X17"X10",W/6 Slots F/Sauce Pouches,NSF,Franke #2701-8982 WSM #301663 MFG Stock: FCSI27018982	$40.17	$40.17
4	4		G	E52007559	Insert,Pasta Thaw,PH,6.25"Diax7.75"H,Hdpe Yellow Pioneer Plastics##PTC001,WSM#6019524 MFG Stock: PNRPTC001	$1.75	$7.00
2	2		G	E52008693	Bain Marie,12 Qt,Perf Bottom,Poly Propylene Custom F/Tuscani Thawing Carlisle #1205P-30,WSM #102223 MFG Stock: CRLISLE1205P30	$6.09	$12.18
					CARLISLE		
4	4		G	E52003767	Baine Marie F/Sauce Bucket,12 Qt Carlisle #1205-30,WSM #100340 MFG Stock: CARLISLE120530	$5.17	$20.68
					TANGIBLES LIMITED		
5	5		G	E52009487	Pouchmate,Plastic,Red,No Imprint Tangibles Limited #TL-105,WSM #112390 MFG Stock: TNGBLSTL105	$1.67	$8.35
					The Wasserstrom Co		
1	0	S-489	G	E52003387	Optional: Scale,10#X.1OZ,Electronic,Edlund #DS-10 CSTM;WSM #113464 A&E#: S-489 MFG Stock: EDLDS10CSTM	$187.19	$.00
					UTENSILS		
					The Wasserstrom Co		
2	2		G	E52008819	Flask,Sauce Portioning,Custom,"Cam-Wear Camliter" 10"H,Clear,Personalized W/Water Measurements F/Bread- Stick Sauce Polycarbonate,Cambro #WW1500CWPH,WSM #105324 MFG Stock: CAMWW1500CWPH	$6.70	$13.40
4	4		G	E52002831	Pan,1/6 Sz,4"D,Clear,Non-Micro,Polycarbonate Cambro #64CW135,WSM #104941 MFG Stock: CAM64CW135	$3.30	$13.20
4	4		G	E52005307	Cover,Food Pan,1/6 Sz,Polycarbonate,Seal Cover Cambro#60PPCWSC,WSM#6025403 MFG Stock: CMFG60PPCWSC438	$1.48	$5.92
					DEXTER RUSSELL, INC.		
2	2		G	E52009482	Server,Stuffed Crust,3X8,White Polypropylene Handle,Russell Harington #P94856,PH #10706,WSM #122622,Ea MFG Stock: RUHP94856	$7.69	$15.38
					The Wasserstrom Co		
1	1		G	E52004372	Kit,Calibration,Thermometer,W/3 Sterlite #7240	$17.14	$17.14

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				ICE CUBE TRAYS & 1 CAMBRO #LT22 22 OZ Tumbler,B&B #04021200,WSM #452238 MFG Stock: BBS04021200		
1	1	G	E52002987	Caddy,Breadstick Sauce,PH,CALMIL#PH115,S/S 8 Gauge Frame,12 Gauge Body,14.13"Lx7.41"Wx6.88"H Electropolished,F/Cut Table MFG Stock: CALMILPH115	$33.92	$33.92
4	4	G	E52002986	Caddy,Universal.PH,CALMIL#PH116,S/S,8 Gauge Frame 12 Gauge Body,11.68"Lx6.72"Wx5"H Electropolished F/Cut Table,WSM#6030161 MFG Stock: CALMILPH116	$26.50	$106.00
1	1	G	E52009695	Bracket,Scoop Holder,Fits In Carlisle 12-Qt & 22-Qt Poly Containers,F/Ingredient Bulk Storage Holds Cambro Scp12Cw 12-Oz Scoop,Cal Mil #PH108 WSM #990545 MFG Stock: CALMILPH108	$8.72	$8.72
1	1	G	E52003521	Scoop,12 Oz,Clear,Polycarbonate,Cambro# Scp12Cw WSM#201450 MFG Stock: CAMSCP12CW	$3.59	$3.59
2	2	G	E52002982	Stamper,Dough,6",White,Plastic,F/Ppp NSF,Franke #27025035,WSM #290297 MFG Stock: FCSI27025035	$5.83	$11.66
2	2	G	E52008954	Perforator,Dough,8 Wheel,Poly,White Toothed Wheels,Red Handle,NSF,Franke #27025033,WSM #339564 MFG Stock: FKCSYS339564	$8.00	$16.00
6	6	G	E52001831	Gripper,Pan,Metal,PH,Modern Aluminum#10416 WSM#273625 MFG Stock: MDRNALM10416	$6.42	$38.52
				CARLSON		
2	2	G	E52001409	Knife,Rocker,Carlson#10648,WSM# 127650 MFG Stock: CRLSN10648	$19.23	$38.46 Customer
				The Wasserstrom Co		
1	1	G	E52005499	Organizer,Cut Table,PH,Carlson #PFSCTO2,201 S/ S 18 Ga,New Design,WSM #6040281 MFG Stock: CRLSNPFSCTO2	$52.46	$52.46 Customer
2	2	G	E52009999	Cutter,Cookie,S/S,Custom,Carlson #PFS8 NCOOKIECUTTER,WSM#6028871 MFG Stock: PFS8INCOOKIECUTTER	$6.75	$13.50
2	2	G	E52004984	Roller,Dough,Trimming Tool,4 1/2" W/Solid Wheel White Roller,Red Handle,NSF,Franke #27025034 WSM#761203 MFG Stock: FCSI27025034	$6.93	$13.86
9	9	G	E52002999	Spoodle,Universal,PH,Pioneer#SPO010,White Unprinted,WSM#6030245 MFG Stock: PNRSPO010	$2.28	$20.52
5	5	G	E52001787	Thermometer,Refrigerator/Freezer,2" Dia Round Dial,-20 To 80 Deg F,2 Oz,4X2X6,Polycarb Lens NSF Cooper-Atkins #25HP-01-1,WSM#113009 MFG Stock: CPR25HP011	$3.12	$15.60
4	4	G	E52009967	Thermometer,Refrig/Freezer,Horizontal,-40 To 80 Deg F,2 Oz,6 3/4"X1/2"X 4",Glass Tube,W/Shelf Clip,NSF,Cooper-Atkins #335011 WSM#301117 MFG Stock: CPR335011	$3.09	$12.36
				COOPER		
4	4	G	E52001297	Thermometer,2"Dial,8"Stem,0 To +220 Deg F #2238-06,WSM #301156 MFG Stock: CPR223806	$6.28	$25.12
				The Wasserstrom Co		
1	1	G	E52005530	Thermapen,Thermocouple,PH,Thermoworks #THS234487 Mk4,-58 To 572 Deg F,4.3"L Type K Probe WSM#6042739 MFG Stock: THRMTHS234487	$82.44	$82.44
1	1	G	E52005529	Thermometer,Dishwasher,PH,Thermoworks#TX5100 Plate Simulator,32 To 194 Deg F,Records Max Temp Of Dishwasher,WSM#6039853	$48.64	$48.64

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				MFG Stock: THRMTX5100		
				VOLLRATH		
1	1	G	E52002256	Whip,French Wire,18",NSF,Vollrath #47018,WSM #150260,900077A MFG Stock: VOC47018	$7.14	$7.14
				RUBBERMAID		
2	2	G	E52000084	Spatula,16 1/2" White Plastic Rubbermaid #1906 WSM#124201 MFG Stock: RUC1906	$2.40	$4.80
				The Wasserstrom Co		
2	2	G	E52004459	Brush,Pastry,3",High Heat,Red Silicone Bristles Carlisle#4040505,WSM#293783 MFG Stock: CRLF4040505	$4.20	$8.40
6	6	G	E52004405	Brush,Pastry,PH,1.5"L Bristles,9" Overall Length Red Silicone Bristles,Black Polyproylene Handle G&S Metal Products#CE6811-1,WSM#6022639 MFG Stock: GSMCE68111	$1.88	$11.28
4	4	G	E52005345	Bottle,Squeeze,PH,24 Oz,Wide Mouth,Ldpe Clear Bottle Only,Tablecraft#12463CNT,WSM#6027450 MFG Stock: TBLCRFT12463CNT	$.76	$3.04
4	4	G	E52005344	Tip,Squeeze Bottle,PH,Twin Tip 0.156"Dia Opening Clear,Wide Mouth,Custom #VOC2300121414P WSM#6027449 MFG Stock: VOC2300121414P	$.76	$3.04
1	0	G	E52008204	Optional: Kit,Label,W/7 Modular Compartments End Caps & 7 Rolls Of "Duradot" Labels ,White,Plastic Labels Are 1.5"X1",Model #'S-10124-01-31 (MON PMS PROCESS BLUE) 10124-02-31 (Tues Pms 109 Yellow) 10124-03-31 (Wed Pms185 Red),10124-04-31 Thur Pms 168 Brown),10124-0 MFG Stock: DYDT101369131 NOTE:used for labeling containers,insert pans &squeeze bottles	$67.06	$.00
1	0	G	E52008661	Optional: Timer/Clock/Stopwatch,Digital,Memory Recall,Clip On Or Magnet,AAA Battery Included Cooper #TC6-08YUM,WSM #317232 MFG Stock: CPRTC608YUM	$9.26	$.00
1	0	G	E52005701	Optional: Guide, Cutting, PH, F/Med & large Pizzas, 16", Engraved 2 sides F/8 Slice Cut MFG Stock: SB-1621-2SS-8/8/2LR	$37.84	$.00
1	0	G	E52005709	Optional: Guard,Oil Over Spray,S/S,Carlson Pfs-Osgrd MFG Stock: PFS-OSGRD	$42.99	$.00 Customer
1	0	G	E52005447	Optional: Scale,PH,Rubbermaid #FGYG425R,25Lb X 2Oz, Mechanical Portioning,W/Rotating Dial,WSM #113249 MFG Stock: RUCFGYG425R	$40.64	$.00
				TAYLOR		
1	0	G	E52001584	Optional: Scale,Dial,Rotating,2 Lb X 1/4 Oz Taylor #TS32,WSM #113471,400453A MFG Stock: TAITS32	$40.24	$.00
				GARLIC KNOTS		
				The Wasserstrom Co		
1	1	G	E52005554	Cutter,Pizza,2.75",PH,Franke#27023423 .46"Lx1.02"Wx4.33"D,W/White Handle,F/Garlic Knots WSM#6013276 MFG Stock: FKCSYS27023423	$10.24	$10.24
1	1	G	E52004459	Brush,Pastry,3",High Heat,Red Silicone Bristles Carlisle#4040505,WSM#293783 MFG Stock: CRLF4040505	$4.20	$4.20
				Total SMALLWARES - PIZZA HUT		***$2,632.67***
				SMALLWARES - WINGSTREET		
				The Wasserstrom Co		
1	1	G	E52005443	Signs,Warning,PH,Graphic Systems #88341,5"X3"	$12.96	$12.96

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				Fryers Pull In Case Of Fire,Screen Printed,WSM #6036426 MFG Stock: GRA88341		
1	1	G	E52001691	Scraper,Food,Plastic,Red,8"X3"X1/2" B&B Systems#04070200,WSM#107178 MFG Stock: BBS04070200	$5.91	$5.91
1	1	G	E52007475	Shaker,Seasoning,PH,12 Oz,Clear,Polycarbonate Material Base W/Orange Stripe "Parm/Parsley Mix" W/ S/S Lid W/1/4" Holes,Clipper#21500510 WSM#6015478 MFG Stock: CLIPPER21500510	$3.65	$3.65
				CAMBRO		
12	12	G	E52002572	Pan,1/6 X 6",Clear,Polycarbonate Cambro#66CW-135 PFS#89511,WSM#104940 MFG Stock: CAM66CW135	$4.18	$50.16
12	12	G	E52003684	Lid,Pan,Clear,1/6 Size,Hinged,Notched olycarbonate,Cambro #60CWLN,WSM #104864 MFG Stock: CAM60CWLN	$3.19	$38.28
				The Wasserstrom Co		
12	12	G	E52005307	Cover,Food Pan,1/6 Sz,Polycarbonate,Seal Cover Cambro#60PPCWSC,WSM#6025403 MFG Stock: CMFG60PPCWSC438	$1.48	$17.76
1	1	G	E52008113	Whip,12" French Wire,NSF,Vollrath# 47091,WSM #150261 MFG Stock: VOC47091	$5.60	$5.60
10	10	G	E52006396	Ladle,2 Oz,S/S,One Piece,2 1/2" Dia Bowl,8"L Grooved & Hooked Handle,Custom,"2" To Be Stamped On Hook Tab,NSF,Vollrath #48812,WSM#356444 MFG Stock: VOC48812	$2.61	$26.10
2	2	G	E52004393	Pan,Bun,Full Sz,Closed Bead,Aluminum 25 3/4"X17 3/4"X1",18 Ga,Vollrath#9002 WSM#117604 MFG Stock: VOC9002	$6.96	$13.92
2	2	G	E52002831	Pan,1/6 Sz,4"D,Clear,Non-Micro,Polycarbonate Cambro #64CW135,WSM #104941 MFG Stock: CAM64CW135	$3.30	$6.60
12	12	G	E52001457	Pan,1/2 Sz,6"D,Clear,Non Micro,Polycarbonate Cambro #26CW135,WSM #104915 MFG Stock: CAM26CW135 *used for large traditional wings for cooler storage	$8.44	$101.28
12	12	G	E52005308	Cover,Food Pan,1/2 Sz,Seal Cover Polypropylene Cambro#20PPCWSC,WSM#6025407 MFG Stock: CMFG20PPCWSC	$3.00	$36.00
4	4	G	E52001901	Tong,Utility,Red,9.5" Long,NSF,S/S,Dura-Kool W/4.6" Coated Handle,PH,Carlisle#60756005 WSM#6008208 MFG Stock: CRLF60756005	$3.54	$14.16
1	1	G	E52001959	Rack,Condiment Cup,PH,15.35"X3.15"X11.81",S/S F/Individual Condiment Rectangle Cups ranke#27800419,WSM#6009938 MFG Stock: FCSI27800419	$35.02	$35.02
1	1	G	E52001731	Kit, Starter Label,PH,F/PHWS,W/Acrylic Polymer Polyurethane Dispenser,9-Module Set In ludes:(11)1"Modules,(1)Set End Caps &(1)1000 Ct Roll EA Super Removable Stickers As Follows: 11837-29-11 Lemon Pepper,11837-25-11 Cajun Style, 11837-30-11 Limited Time S MFG Stock: DYDT118379311	$90.66	$90.66
4	4	G	E52004395	Bin,Holding,Plastic,F/PHWS Freezer,Gray 15.98"X10.63"X11.02",Franke#27800091,WSM#108339 MFG Stock: FCSI27800091	$18.45	$73.80
1	1	G	E52004464	Holder,Job Aid,0.60 Polycarbonate,Clear May Advertising #295931,SMC#6030862 MFG Stock: MAYAD295931	$6.18	$6.18
2	2	G	E52009808	Bracket,F/Sher Mitt Disposable Glove,S/S W/Adhesive Back,Includes Air Freight,Franke #27028111,WSM #562224 MFG Stock: FCSI27028111	$3.99	$7.98
1	1	G	E52008898	Sanitizer Stand Bucket,11.56"Wx 26.07"H,Black Powder Coated Steel,W/ Spray Bottle Hooks,Franke	$21.32	$21.32 Customer

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				#2702-4106,WSM #307309 MFG Stock: FCSI27024106		
2	2		G	E52008696	Bucket,10 Qt,Blue,Plastic,Printed "Sanitizer" Odell #PLS10B,WSM #311098 MFG Stock: ODELLPLS10B	$3.06	$6.12
1	1		G	E52001690	Bucket Plastic,Red,Unprinted,10 Qt Impact#5510R WSM#425056 MFG Stock: IMPT425056	$3.24	$3.24
					VOLLRATH		
1	1		G	E52001059	Pan,Sauce,2 3/4 Qt,Vollrath #67302 WSM#106950 MFG Stock: VOC67302	$12.12	$12.12
					The Wasserstrom Co		
1	1		G	E52005577	Skimmer,5"X5"Head,Pronto#PUPN0903TB,13 1/ 4"Handle,#6 GA STEEL,WSM#6042564 MFG Stock: PRNPUSE0903	$5.31	$5.31
1	1		G	E52001692	Brush,Utility Scrub,20" Handle,W/Medium Stiff Nylon Bristle,Carlisle#4050000,WSM#504570 MFG Stock: CARLISLE4050000	$9.22	$9.22
1	1		G	E52001927	Apron,Neo-Flex,PH,29"X43",Black,Heat Resistant Up To 180 Degrees,San Jamar#615NBA-BK-YUM WSM#112409 MFG Stock: SNJMR615NBABK	$10.35	$10.35
					ANSELL EDMONT		
1	1		G	E52003583	Gloves,Neoprene,18",Black,Wells Lamont#Y8418L WSM #616501 MFG Stock: WELLSY8418L	$11.07	$11.07
					RUBBERMAID		
1	1		G	E52000889	Slim Jim,23 Gal,Beige,Rubbermaid #3540-BEIGE WSM#654651 MFG Stock: RUC3540BE	$26.21	$26.21
				Total SMALLWARES - WINGSTREET			***$650.98***

SMALLWARES - DBR/FCD

SERVING - FOH

					The Wasserstrom Co		
2	2			E52003622	Dispenser,Napkin,Matte Chrome Counter-Top, Fullfold,5 1/2"H X 7 1/2"W X 11"D,San amar#H3001XC,WSM#309288 MFG Stock: H3001XC	$44.73	$89.46
1	1			E52009763	Holder,Flatware,2-Tier,6-Holes,S/S,Tablecraft #7062,WSM#6029724 MFG Stock: TBLCRFT7062	$42.51	$42.51
1	1			E52005790	Cards,Table Number,PH,4x4,Numbers 1-99,Double Sided, CAL MIL #696-13 MFG Stock: 696-13	$44.63	$44.63 Customer
2	2			E52005550	Basket,F/Card Numbers,Cal-Mil#PH121 WSM#6043351 MFG Stock: CMPPPH121	$7.30	$14.60
18	18			E52005439	Stand,Number,Tablecraft #BK1912,12",Black,Flt Btm WSM #280975 MFG Stock: TBLCRFTBK1912	$2.14	$38.52
5	5			E52005303	Cylinder,Flatware,Metal,Perforated Cal-Mil Plastics#1017-39,WSM#136177 MFG Stock: CMPP101739	$8.06	$40.30
1	1			E52005304	Cylinder,Flatware,4.5"Diax5X5"H,Solid Cal-Mil Plastic#1017-SOLID,WSM#186924 MFG Stock: CMPP1017SOLID	$8.06	$8.06
					RUBBERMAID		
1	1			E52002863	Container,Wastebasket,Slim Jim,W/Handles,15 Gal. Gray,RUC#3541,WSM#6046109 MFG Stock: RUC3541	$18.99	$18.99 Customer
					WALTON		
24	24			E52001234	Pad,Cork,14",Protectomat,Walton #14BBCW45 PFS#10405,WSM#398701,Ea	$9.11	$218.64

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			MFG Stock: WLTN14BBCW45		
			The Wasserstrom Co		
4	4	E52003228	Basket,Oval,Black,Polypropylene,Open Weave Design 9-3/8"X6"X2-1/8",Sold Per Dozen Tablecraft#1074BK WSM#214241,#402303A MFG Stock: TBLCRFT1074BK	$5.79	$23.16
4	4	E52007072	Basket,Jumbo,Oval,Black,Polypropylene,Open Weave Design,11-3/4"X1-7/8",Sold Per Dozen T blecraft#1084BK,WSM#214182 MFG Stock: TBLCRFT1084BK	$10.60	$42.40
24	24	E52004460	Shaker,Cheese,Beehive,Perf Top,6 Oz,American Metalcraft #BEE606,WSM #240801 MFG Stock: AMTLBEE606	$.85	$20.40
1	1	E52004997	Holder,Sugar Packet,PH,Black,Styrene,12/Case Tablecraft #TBLCRFT56B,WSM#114575 MFG Stock: TBLCRFT56B	$8.17	$8.17
1	1	E52001793	Shakers,Salt & Pepper,1 Ounce,Glass Base S/S Top 12/Case,Tablecraft#150S&P,WSM#403506 MFG Stock: TBLCRFT150S&P	$5.23	$5.23
			CARLISLE		
10	10	E52003769	Tray,16"Serving,Dine In & Sld Test Car isle#1600GR(004),WSM#203203,Ea MFG Stock: CARLISLE1600GR004	$13.08	$130.80
			READ PRODUCTS		
12	12	E52001254	Peel,Pizza,14"Dia,5"Handle,Thin,Wood ,Read Productssb1419,PFS#10731,WSM# 126634,Ea MFG Stock: READSB1419	$14.59	$175.08
12	12	E52001355	Peel,Pizza,16",Read#SB-1621,WSM# 126657,W/Handle Ea MFG Stock: READSB1621	$18.06	$216.72
			FRESH SALADS - FOH		
			VOLLRATH		
6	6	E52007352	Pan,S/S,1/9 Sz,4"D,W/Stack Lugs 22 Ga,Vollrath #30942,WSM #100500,Ea ,400259A MFG Stock: VOC30942	$4.77	$28.62 Customer
16	16	E52000594	Pan,S/S,1/6 Sz,6"D,W/Stack Lugs 22 Ga,Vollrath #30662,WSM #100417,Ea ,400255A MFG Stock: VOC30662	$6.57	$105.12 Customer
			The Wasserstrom Co		
2	2	E52005619	Pan,Food,Full Sz X 4"D,S/S,Super Pan 5,NSF, Vollrath #30042,WSM#100001 MFG Stock: 30042	$19.42	$38.84
			VOLLRATH		
2	2	E52003989	Pan,Insert,2/3X4 Mtl,13X12X4,VOC# 3014-2 WSM#100026 MFG Stock: VOC30142	$22.71	$45.42
			The Wasserstrom Co		
6	6	E52002878	Ladle,10 1/2",1 Oz,Black,Plain,Polycarbonate Cambro#LD105-110,WSM#258217 MFG Stock: CAMLD105110	$1.76	$10.56
4	4	E52004473	Spoon,Measuring,VOC#47076,1 TBsp,S/S,WSM# 702688 MFG Stock: VOC47076	$2.78	$11.12
2	2	E52005806	Bottle,Squeeze,PH,24 oz,Wide Mouth, Clear,W/Wide Cone Tip, 63 mm,#32563C TABLECRAFT MFG Stock: 32563C	$1.06	$2.12
			CARLSON		
1	1	E52007074	Pan,Deep Dish,Pizza,6" Hard Anodized C rlson#PFS06-EX,WSM #398168 MFG Stock: CRLSNPFS06EX *used for proteins	$56.45	$56.45

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Effective: Nov 5,2018

				CARLISLE		
12	12		E52001219	Lid,F/2&4 Qt Containers,PFS#10089,Translucent Carlisle#NO202PPW/NO203-PE,WSM#107503 Ea MFG Stock: CARLISLENO202PPY	$.90	$10.80
3	3		E52001177	Container,6 Qt,Carlisle#PENO600,PFS# 10263 WSM#608401,Ea MFG Stock: CARLISLEPENO600	$2.14	$6.42
3	3		E52001220	Lid,F/6&8 Qt Containers,Pfg#10090 Carl sle#NO603PE,WSM#165002,Ea MFG Stock: CARLISLENO603PE	$.72	$2.16
3	3		E52001194	Container,Food,3 1/2Qt.,Carlisle# No350Pe WSM#214147,Ea MFG Stock: CARLISLENO350PE	$1.59	$4.77
				The Wasserstrom Co		
3	3		E52002985	Crock,1.2Qt,White,W/Lid,Carlisle #30102 WSM #231119 MFG Stock: CRLF30102	$4.44	$13.32
5	5		E52001303	Tong,6",Black,Carlisle#4606-03 ,PFS#10520 WSM#273721 MFG Stock: CARLISLE460603	$1.13	$5.65
2	2		E52005774	Cup, Portion, 20 oz, Handled, Black, Lettuce 49122-103, Carlisle MFG Stock: 49122-103	$4.23	$8.46

FLATWARE/PLATEWARE

Note: FCD's can use disposable wares and can ordered through FZ paper channel per standards specifications or can order the items below

				The Wasserstrom Co		
24	0	G	E52005063	Optional: Stand,Universal,9X8X7,American Metalcraft #190039,WSM#576171 MFG Stock: AMTL190039 *quantity per tables; used to hold pizza pans at table	$3.87	$.00
24	0	G	E52005009	Optional: Sleeve,Slip Stop,PH,Set Of 3,Blk Plastic,F/Tray Stand,American Metalcraft#3SSS WSM#568492 MFG Stock: AMTL3SSS quantity per stands E52005063	$1.06	$.00
12	0	G	E52001950	Optional: Knife,Dinner,PH,8 9/16"L,18/0 S/S Harbour Pattern, Clipper Corp,12/box #210-00042 WSM#6011447 MFG Stock: CLIPPER21000042	$8.42	$.00
12	0	G	E52001947	Optional: Fork,Dinner,PH,7 1/2"L,18/0 S/S,12/box Harbour Pattern,Clipper Corp. #210-00039 WSM#6011441 MFG Stock: CLIPPER21000039	$5.20	$.00
12	0	G	E52001949	Optional: Spoon,Iced Tea,PH,8 3/8"L,18/0,S/S Harbour Pattern,12/box,Clipper Corp#210-00041 WSM#6011446 MFG Stock: CLIPPER21000041	$4.54	$.00
24	0	G	E52005514	Optional: Bowl,Serving,PH,American Metalcraft #MELSQ53 23Oz, 5" Square,Melamine,White,Sold by Each,WSM #192078 MFG Stock: AMTLMELSQ53 SIDE SALADS	$3.98	$.00
24	0	G	E52005515	Optional: Bowl,Serving,PH,G.E.T. Enterprises #B792W,24 Oz 4.75"D,White,Melamine,Cascading,NSF Sold By Each WSM#6002569 MFG Stock: GETEB792W FOR ENTREE SALADS	$9.58	$.00
14	0	G	E52005698	Optional: Plate,10.5" Round,White Melamine,Dozen #207-5-W MFG Stock: 207-5-W *used for pizzas	$59.26	$.00
1	0	G	E52008799	Optional: Citrus Sabre,Wedger,Yellow Plastic S/S Blades Recessed Deep In Handle 8 Uniform Wedges High-Impact Durable Plastic,Prince Castle #CW-6;WSM #136266 MFG Stock: PRNCCW6 FOR LIMES AND LEMONS	$50.64	$.00

FCD RURAL

FCD RURAL

Effective: Nov 5,2018

1	0	G	E52001700	Optional: Mini Dome,Includes Mini Dome Base & Domed Lid (1) Shallow Qt Tray,(2)Shallow Pint Trays (1) Right Side Caddy,PH,San Jama #BD2002NCPH WSM#107198 MFG Stock: SNJMRBD200NCPH HOLDS FRUIT GARNISHES	$20.23	$.00
4	0	G	E52001303	Optional: Tong,6",Black,Carlisle#4606-03 PFS#10520,WSM#273721 MFG Stock: CARLISLE460603 USED TO PLACE FRUIT IN GLASSES	$1.13	$.00
2	0	G	E52005061	Optional: Glass,Schooner,21 Oz,1 Dz Per Case Libbey #1722471,WSM#118226 MFG Stock: LBY1722471 FOR DRAFT BEER ONLY	$90.44	$.00
3	0	G	E52005062	Optional: Glass,Mixing,16 Oz,2 Dz Per Case Libbey#5139 WSM#128029 MFG Stock: LBY5139 FOR DRAFT BEER ONLY	$31.37	$.00
3	0	G	E52001532	Optional: Pitcher,Beer,60 Oz.,Glass,6/Case Libbey#5260,PH#10014,WSM#211699 MFG Stock: LBY5260 FOR DRAFT BEER ONLY	$43.24	$.00
2	0	G	E52008127	Optional: Glass,Wine,8 Oz,"Perception",24/Case Libbey Glass #3065,WSM #103392 MFG Stock: LBY3065	$83.38	$.00
				Total SMALLWARES - DBR/FCD		***$1,487.50***
				SMALLWARES - CINNABON		
				The Wasserstrom Co		
2	2	G	E52007489	Disher,#20,2.25" Bowl Dia,1.8 Oz,S/S Bowl Yellow Squeeze,Extended Handle,NSF,Vollrath#47375 WSM#6016536 MFG Stock: VOC47375	$10.79	$21.58
2	2	G	E52008276	Spreader,Mayo,3 1/2",Smooth,NSF Prod #S173PCP Dexter Russell #18193 WSM #219899 MFG Stock: RUH18193	$5.67	$11.34
1	1	G	E52005780	Shield, Perforated, Fits 1/2 Breadstick Pan, Clear Coat CARLSON PRODUCTS PFS-CBLID-H-CC MFG Stock: PFS-CBLID-H-CC	$96.86	$96.86
				Total SMALLWARES - CINNABON		***$129.78***
				POS SYSTEM/ACCESSORIES		
				NOTE: POS by owner. See Scope.		
				Total POS SYSTEM/ACCESSORIES		***$.00***
				Grand Total		**$125,617.28**

PIZZA HUT RENAISSANCE ZONE staff report

To: City of Dickinson Planning and Zoning Commission
From: City of Dickinson Community Services Department
Date: August 14, 2024
Re: **REN-003-2024 Pizza Hut Renaissance Zone Project**

APPLICANT
Seven K Huts LLC dba Pizza Hut
546 2nd Street West
Dickinson ND 58601
Phone: 701-290-0351

Public Hearing	August 14, 2024	Planning and Zoning Commission
Final Consideration	August 20, 2024	City Commission

EXECUTIVE SUMMARY

Property Description Based on Current Plat

Lot 7 less 100' x 135' Block 1, of the Second Replat of Prairie Hills 1st Addition within the City of Dickinson.

Request

The applicant is requesting an eight-year real estate tax exemption and a maximum eight-year income tax exemption for a purchase with new construction project on Block 40 of the City of Dickinson's Renaissance Zone. Seven K Huts LLC dba Pizza Hut intends to purchase a vacant 1.2-acre lot and develop it with new restaurant.

Seven K Huts LLC dba Pizza Hut has submitted a completed application and is compliant with application requirements.

The applicant estimates the project investment amount is $1.5 million. The anticipated cost of improvements is $774,000.

The City of Dickinson City Assessor indicates the current true and full value of the property is $180,000.

The applicant estimates the total property tax benefit for eight years would be $120,000. The applicant estimates the total state income tax benefit for eight years would be $12,000.

Community Development Staff recommends APPROVAL.

LOCATION

The vacant lot is legally described as Lot 7 less 100' X 135', Block 1, 2nd Replat of Prairie Hills 1st Subdivision in Dickinson. The subject lot is located approximately 535 feet southeast of the intersection of 15th Street West and 6th Avenue West. The subject lot is zoned Community Commercial (CC). The proposed restaurant is a permitted use in the CC zoning district. The subject lot is also located in the Corridor Overlay District.

CURRENT ZONING	**Community Commercial; Corridor Overlay District**
FUTURE LAND USE MAP DESIGNATION	**COMMERCIAL**
GROSS SITE ACREAGE	**1.2**
LOTS PROPOSED	**n/a**

NEARBY ZONING & LAND USE		
Direction	**Zoning**	**Land Use**
North	**Community Commercial**	Retail shopping center
East	**Community Commercial**	Auto Services
South	**Community Commercial**	Restaurant
West	**Community Commercial**	Vacant

STAFF ANALYSIS

Staff of the North Dakota Department of Commerce have confirmed this project is considered an allowable Renaissance Zone project.

According to the City of Dickinson's Renaissance Zone Development Plan, as amended effective January 2024, the site of the project is located within the City's Renaissance Zone, and it is listed in the Plan's Property Inventory.

The proposed project is consistent with the following goals of the City's Renaissance Zone Plan:

> **To gain at least 3 improved structures or new businesses in the Renaissance Zone a year.**

This is the second Renaissance Zone project submitted to the City in 2024.

The proposed project is consistent with the following objective of the City Renaissance Zone Plan:

> **Foster a culture of progressiveness and change while recognizing the traditions and history of the area.**

Chapter VI of the Development Plan "Renaissance Zone Project Selection Minimum Criteria" contains the following :

- To be considered an eligible zone rehabilitation project, a **commercial property owner** must invest at least 50% of the full and true value of the property. The City may grant an exemption of up to five years if the investment is at least 50% of the full and true value of the property. The City may grant an exemption of up to eight years if the investment exceeds 75% of the full and true value of the property.

Seventy-five percent of the full and true value of the property is $135,000. The estimated project cost of $1,500,000 exceeds 75 percent of the full and true value of the property.

Consistency with the Comprehensive Plan

The proposed project is consistent with Policy 1.1. of Chapter 3 of the City of Dickinson Comprehensive Plan, which states the City shall actively promote the Renaissance Zone. The project is also consistent with Comprehensive Plan Policy 1.4 of Chapter 3, which states the City shall provide technical assistance with Renaissance Zone applications.

PUBLIC COMMENT AND STAFF RECOMMENDATION

Public Input: As of the date of this report, City staff has not received any public comments.

Staff Recommendation: The City Development Team staff recommends **approval** of this rezone petition.

MOTIONS:

*****Approval*****

"I move the City of Dickinson Planning and Zoning Commission recommend Approval of **REN-003-2024 The 7 K Huts LLC dba Pizza Hut Purchase with New Construction** *project as being consistent with City of Dickinson Renaissance Zone Development Plan, as well as being the compliant with the City of Dickinson Comprehensive Plan and also being in the interest of the public health, safety and welfare."*

*****Denial*****

"I move the Dickinson Planning and Zoning Commission recommend Denial of **REN-003-2024 The 7 K Huts LLC dba Pizza Hut Renaissance Zone Purchase with New Construction** *project as NOT being consistent with City of Dickinson Renaissance Zone Development Plan, as Not being compliant with the City of Dickinson Comprehensive Plan and as being contrary to interest of the public health, safety and welfare."*

RESOLUTION NO. __ - 2024

A RESOLUTION APPROVING A RENAISSANCE ZONE APPLICATION BY SEVEN K HUTS LLC DBA PIZZA HUT

WHEREAS, the City of Dickinson recognizes the need to encourage investment within a defined geographic area of its jurisdiction that needs to be revitalized; and

WHEREAS, the Renaissance Zone Act (North Dakota Century Code §40-63) authorizes cities to establish Renaissance Zones; and

WHEREAS, the City of Dickinson has established such a Renaissance Zone and adopted a Renaissance Zone Development Plan; and

WHEREAS, the City of Dickinson has received a Renaissance Zone application from Seven K Huts LLC dba Pizza Hut for a commercial project to purchase and improve approximately 1.5 acres located in Lot 7 Less 100 x 135 feet, Block 1, Second Replat of Prairie Hills First Addition in the City of Dickinson; and

WHEREAS, the Renaissance Zone application appear to be in good order and in compliance with the requirements of state law regarding Renaissance Zone projects, and further in compliance with the City of Dickinson's Renaissance Zone Development Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners that the Renaissance Zone application of Seven K Huts LLC dba Pizza Hut for that commercial project located on Lot 7 Less 100 x 135 feet, Block 1, Second Replat of Prairie Hills First Addition in the City of Dickinson, North Dakota, is hereby approved.

Dated this ____ day of _____ 2024.

_____
Scott Decker, President
Board of City Commissioners

ATTEST:

_____
Dustin Dassinger, City Administrator

WOOD ZONING MAP AMENDMENT REQUEST

To: City of Dickinson Planning & Zoning Commission
From: City of Dickinson Community Development Services
Date: June 5, 2024
Re: REZ-005-2024 Zoning Map Amendment

OWNER/APPLICANT
Johnny Wood
Big Three Builders
3389 108H Avenue SW
Dickinson, ND, 58601
Johnny.wood@yahoo .com
701 290-1019

Public Hearing	June 12, 2024	Planning and Zoning Commission
Public Hearing	June 18, 2024	City Commission

To consider a zoning map amendment from Agricultural (AG) to Rural Residential for 20 acres located within the City of Dickinson's Extra Territorial Zone. The property is legally described as located in the SW ¼ of Section 30, Township 140 North, Range 96 West.

A companion major preliminary plat application for the Wood Acres Subdivision is also scheduled for public hearing at the June 12, 2024 Planning and Zoning Commission meeting (PLP-005-2024).

Staff recommendation: Approval

CURRENT ZONING	**AG**
FUTURE LAND USE MAP DESIGNATION	**RESIDENTIAL**
GROSS SITE ACREAGE	**+/- 20**
LOTS PROPOSED	**Three**

NEARBY ZONING & LAND USE		
Direction	**Zoning**	**Land Use**
North	AG	Undeveloped
East	AG	Undeveloped
South	AG	Undeveloped
West	AG	Undeveloped

COMPATIBILITY, COMPLIANCE, AND RECOMMENDATIONS

Compatibility with Local Uses, Compliance with The Zoning Ordinance and Consistency with the Comprehensive Plan

The adjacent properties are zoned AG. Rezoning the subject property to RR would not introduce uses into the general vicinity that would be incompatible with the general development pattern. As the RR zoning district does not allow uses currently permitted in the AG zoning district, such as Type II animal production and Type III animal production, and as Type I animal production is only allowed in the RR zoning district with approval of a Special Use Permit, rezoning the property to RR would limit impacts on the residentially zoned properties located within a third of a mile to the east as well as residentially zoned property within one-half mile.

If approved, the proposed Wood Acres Subdivision would create residential lots ranging in area from 5 acres to 7 acres. As the minimum lot area in RR zoning is one acre, the lot areas in the proposed subdivision would comply with for RR zoning. The proposed rezoning also meets the purpose of the RR zoning district as listed in Article 39.04 of the City's Zoning Ordinance:

This district provides for the rural residential use of land, accommodating very low and low density environments. The district's regulations assure that density is developed consistent with: land use policies of the Dickinson Comprehensive Plan regarding rural subdivision; levels of infrastructure; and environmentally sensitive development practices. The district also accommodates developments that merge urban living with rural life.

Regarding consistency with the Dickinson 2035: Roadmap to the Future Comprehensive Plan; Policy 1.3.2. of Chapter 4-Land Use does not allow RR zoning within the Urban Service Area. As the subject property is located outside of the Urban Service Area the request is consistent with the Comprehensive Plan.

Public Input: As of the date of this report, City staff has not received any public comments.

Staff Recommendation: The City Community Development Team staff recommends approval of REZ-005-2024.

MOTIONS:

*****Approval*****

"I move the City of Dickinson Planning and Zoning Commission recommend approval of **REZ-005-2024** *as being consistent with the City of Dickinson Comprehensive Plan and as being compliant with the City of Dickinson Zoning Ordinance and also being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

*****Denial*****

"I move the Dickinson Planning and Zoning Commission recommend Denial of **REZ-005-2024** *as NOT being consistent with the City of Dickinson Comprehensive Plan and as not being compliant with the City of Dickinson Zoning Ordinance and as being contrary to interest of the public health, safety and welfare."*

ATTACHMENTS

WOOD ACRES REZONE REQUEST

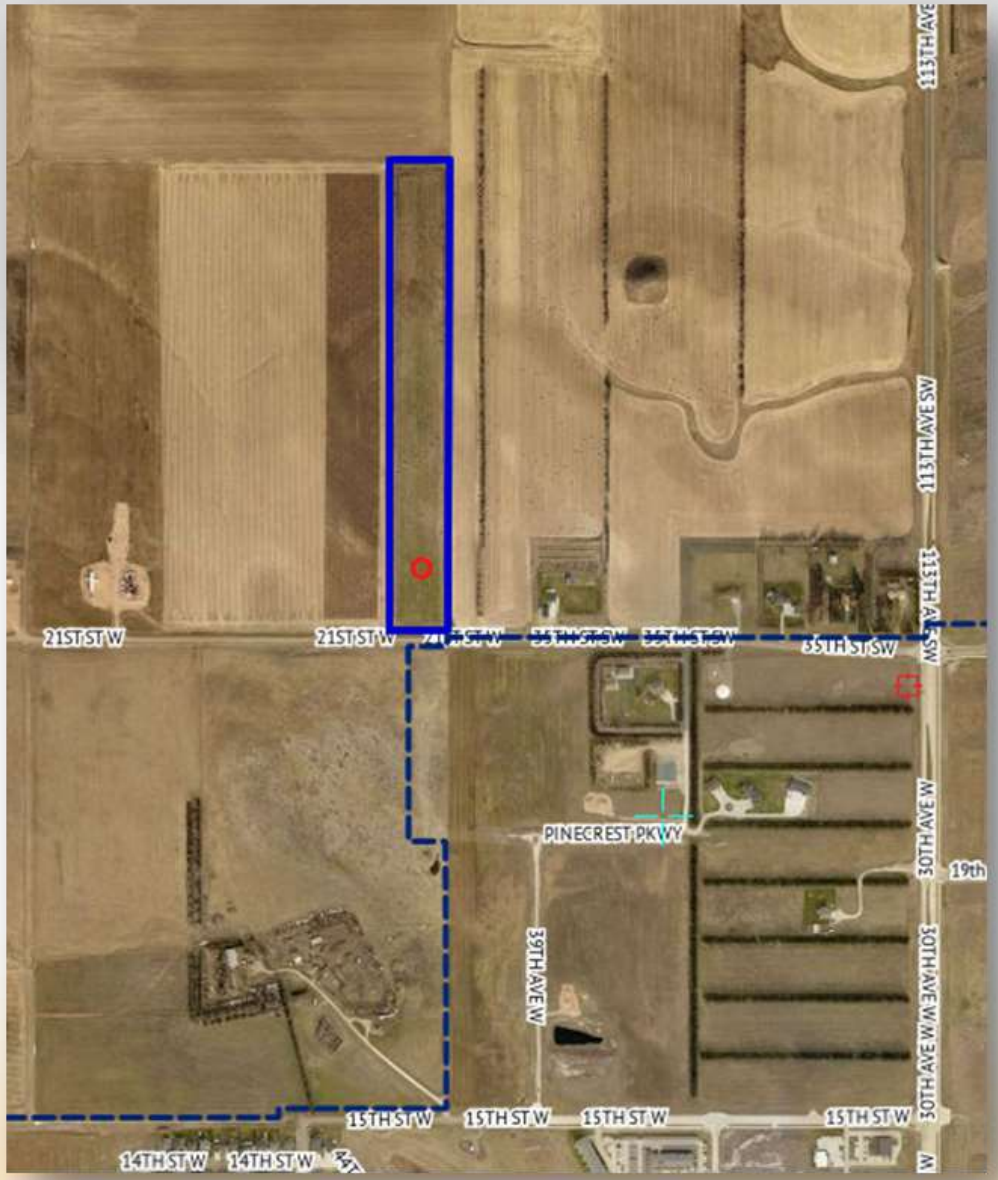
Presented by: City/County Planner: Steve Josephson

Consideration to Approve

CITY OF Dickinson North Dakota

WOOD ACRES

(SHOWING MUNICIPAL BOUNDARY)



CITY OF Dickinson North Dakota

WOOD ACRES

(SHOWING URBAN SERVICE BOUNDARY)

CITY OF Dickinson North Dakota

ORDINANCE NO. 1799

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: That the City of Dickinson Zoning Map as provided in the City Code Section 39.04.006, designating the area and boundaries of the "AG" and "RR" zoning districts within the municipality jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone a parcel from Agricultural (AG) to Rural Residential (RR) described as follows:

   PROPERTY BOUNDARY DESCRIPTION:

   A PARCEL OF LAND LOCATED AS DESCRIBED ON DEED DOCUMENT 3176062 AS FILED AT THE STARK COUNTY RECORDERS OFFICE WITHIN THE SOUTHWEST QUARTER (SW1/4) OF SECTION THIRTY (30), TOWNSHIP ONE HUNDRED FORTY NORTH (T140N), RANGE NINETY-SIX WEST (R96W), FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTH QUARTER CORNER OF SAID SECTION 30; THENCE ON THE SOUTH LINE OF SAID SECTION 30, N89°55'50"W A DISTANCE OF 329.82 FEET; THENCE N0°04'27"E A DISTANCE OF 2641.41 FEET (PASSING A SET REBAR AT 50 FEET); THENCE S89°53'59"E A DISTANCE OF 329.82 FEET TO THE CENTER QUARTER OF SAID OF SAID SECTION 30 MARKED WITH A FOUND REBAR W/OPC; THENCE ALONG THE NORTH/SOUTH QUARTER LINE OF SAID SECTION 20, S0°04'27" A DISTANCE OF 2641.38 FEET (PASSING A SET REBAR AT 2591.38 FEET) TO THE POINT OF BEGINNING.

   THE ABOVE DESCRIBED PARCEL CONTAINS A TOTAL OF 20.00 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

PLAT DESCRIPTION:

LOT 1, LOT 2, LOT 3 AND LOT 4 OF BLOCK 1 OF WOOD MAJOR SUBDIVISION LOCATED WITHIN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 30, TOWNSHIP 140 NORTH, RANGE 96 WEST OF THE 5TH PRINCIPAL MERIDIAN, STARK COUNTY, NORTH DAKOTA

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect form and after final passage.

_____
Scott Decker, President
Board of City Commissioners

ATTEST

_____
Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024
Final Passage: _____, 2024

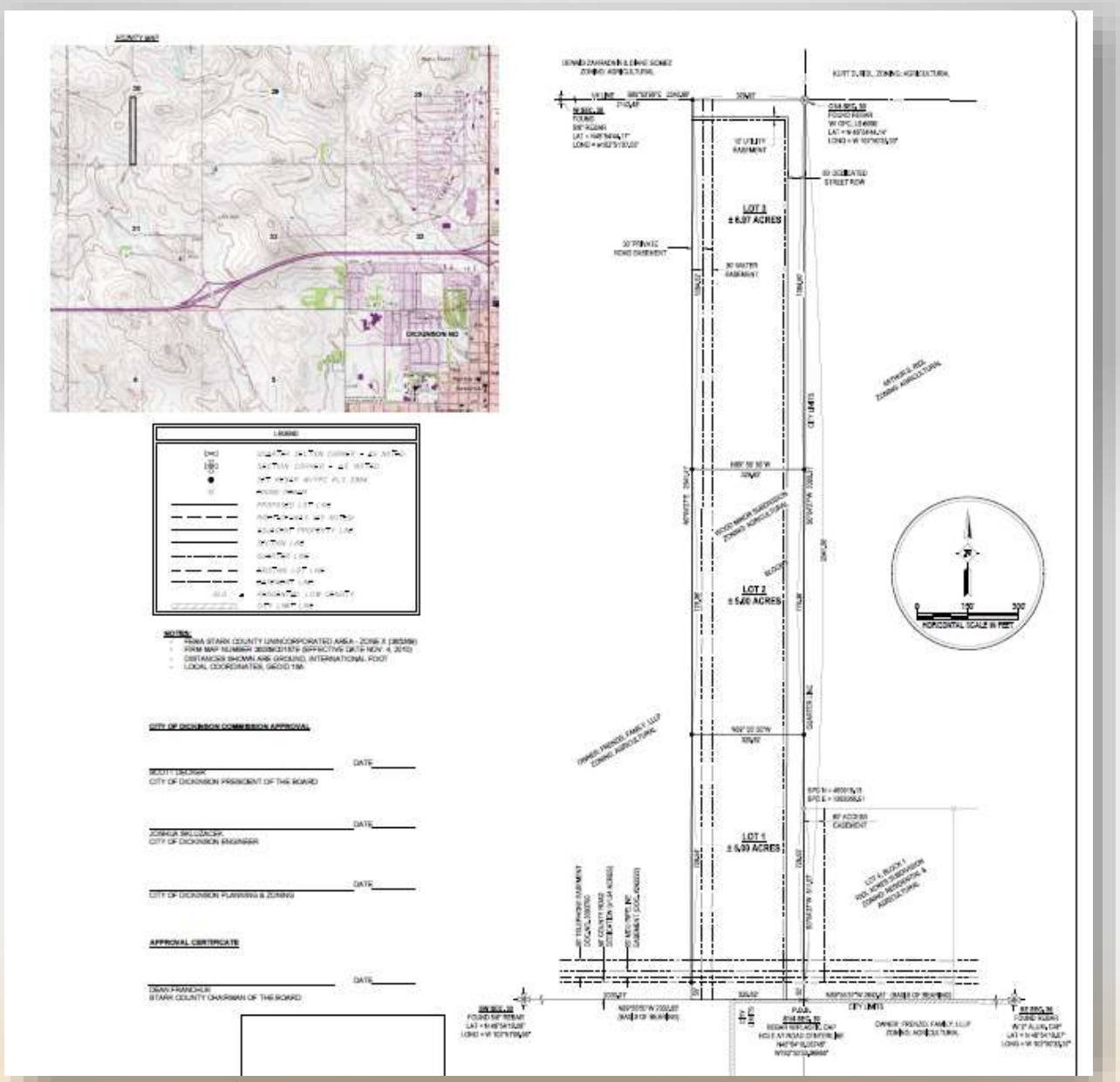
WOOD ACRES FINAL PLAT (FLP-015-2024)

Presented by: City Engineer/Community Development Director, Josh Skluzacek

Consideration to Approve

CITY OF Dickinson North Dakota

WOOD ACRES FINAL PLAT



CITY OF Dickinson North Dakota

WOOD ACRES MAJOR FINAL PLAT STAFF REPORT

To: City of Dickinson Planning & Zoning Commission
From: City of Dickinson Community Development
Date: August 7, 2024
Re: **FLP-005-2024 Wood Acres Subdivision Final Plat**

OWNER/APPLICANT
Johnny Wood
Big Three Builders
3389 108H Avenue SW
Dickinson, ND, 58601
Johnny.wood@yahoo.com
701 290-1019

Public Hearing	August 14, 2024	Planning and Zoning Commission
Final Action	August 20, 2024	City Commission

EXECUTIVE SUMMARY

The applicant is requesting that the City consider a final major subdivision plat of the Wood Acres Subdivision located within the City of Dickinson's Extra Territorial Zone. The property is legally described as located in the SW ¼ of Section 30, Township 140 North, Range 96 West. The applicant intends to subdivide the existing parcel into three lots for residential purposes.

A public hearing on the preliminary plat was held at the June 12, 2024 Planning and Zoning Commission meeting. The Planning and Zoning Commission recommended approval subject to the following:

- The final plat shall include a note that the proposed North/South Right-of-Way shall be dedicated to the City for 25 years;
- After 25 years, the property owners within the subdivision may request a vacation of the Right-of-Way; and
- The above referenced Right-of-Way is reduced from 50 feet to 33 feet.

The proposed final plat map shall include notes reflecting the Planning and Zoning Commission's recommendation.

A companion rezoning application was heard at the June 12, 2024 Planning and Zoning Commission meeting (REZ-005-2024). A first reading of the proposed rezoning was held at the June 18, 2024 City Commission meeting.

Staff Recommendation: Approval subject to the following:

- **The final plat map shall be revised to reflect the Planning and Zoning Commission's recommendations as stated above; and**
- **The 30-foot wide private road easement shall be paved within the public Right-of-Way limits**

LOCATION

The property is located north, directly adjacent, of 21st Street West, and west of 30th Avenue West approximately 0.5 miles.

CURRENT ZONING	**AG**
FUTURE LAND USE MAP DESIGNATION	**RESIDENTIAL**
GROSS SITE ACREAGE	**+/- 20**
LOTS PROPOSED	**Three**

NEARBY ZONING & LAND USE		
Direction	**Zoning**	**Land Use**
North	AG	Undeveloped
East	AG	Undeveloped
South	AG	Undeveloped
West	AG	Undeveloped

STAFF ANALYSIS

City staff has identified the following issues:

- The plat meets the final major plat requirements and includes the required Right-of-Way dedications based on the City of Dickinson 2013 Transportation Master Plan. The Right-of-Way dedications required for the plat are as per City of Dickinson Transportation Master Plan Figure 4-2: Proposed 2035 Functional Classification of Streets in Study Area. Minor arterial roadways are proposed for the south and east side of this proposed subdivision. A collector roadway is proposed for the north side of this subdivision. As per the City of Dickinson Transportation Master Plan Figure 4-3: Typical Urban Roadway Sections, minor arterials and collectors require 100-feet and 80-feet of Right-of-Way, respectively.
- The applicant provided feedback in a written statement included in item three of the statement letter. They are requesting the Right-of-Way dedication be vacated to the current lot owners within 10-years if the City does not construct the roadways by that time. The City is currently updating the Transportation Master Plan and Comprehensive Plan for a planning period of 25-years. The lot owner will be required to follow the Right-of-Way vacation process that is in place at that date and time.
- Although larger acreage residential lots are not typically recommended by staff within the Extra Territorial Zone, this development pattern already exists east of the proposed subdivision. The concerns are related to the limited future opportunities for infill development, efficient expansion of roadways, and efficient provisions for utility services. These factors can be addressed in the future, but there will be additional costs to the City for the infrastructure required to traverse around the proposed platted property.

STAFF REVIEW AND RECOMMENDATIONS

Compliance with Subdivision Regulations:
Staff reviewed the final major plat and finds it to be compliant with the subdivision and zoning regulations as submitted by the applicant.

Public Input: As of the date of this report, City staff has not received any public comments.

Staff Recommendation: The City Community Development staff recommends **APPROVAL** of the final major plat subject to conditions.

MOTIONS:

*****Approval*****

"I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLP-005-2024, the Wood Acres Subdivision Final Plat, subject to conditions, as** *meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

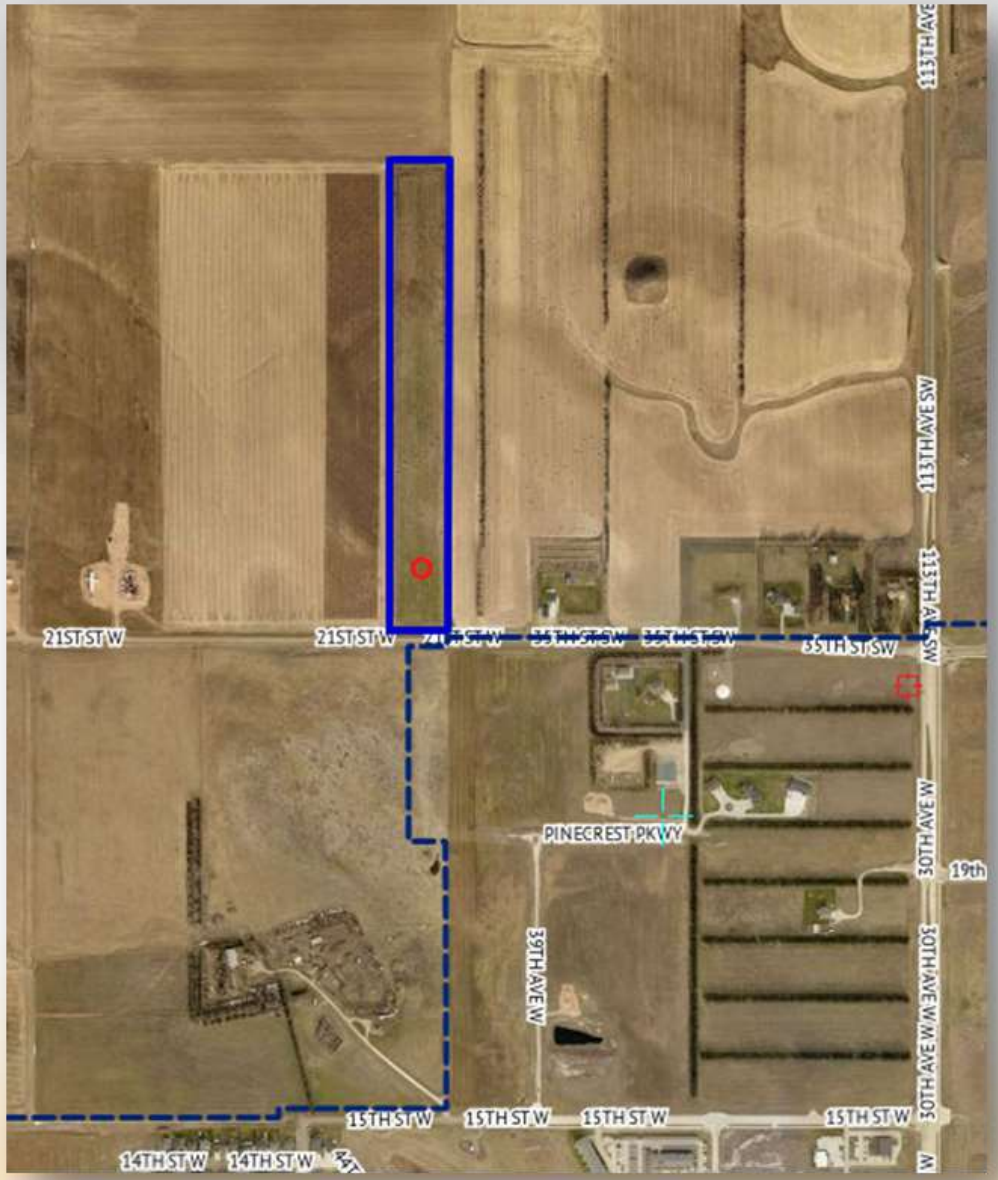
1. The 30-foot wide private road easement shall be paved within the public Right-of-Way limits.
2. _____.

*****Denial*****

"I move the Dickinson Planning and Zoning Commission recommend Denial of **FLP-015-2024, the Wood Acres Subdivision Final Plat,** *as NOT meeting all the requirements of Chapter 34 Subdivision of Land of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare."*

WOOD ACRES

(SHOWING MUNICIPAL BOUNDARY)



CITY OF Dickinson North Dakota

WOOD MAJOR SUBDIVISION

SW1/4 SEC. 30, T140N, R96W, 5TH P.M.
STARK COUNTY, NORTH DAKOTA

PROPERTY BOUNDARY DESCRIPTION:
A PARCEL OF LAND LOCATED AND DESCRIBED ON DEED DOCUMENT 3176062 AS FILED AT THE STARK COUNTY RECORDERS OFFICE WITHIN THE SOUTHWEST QUARTER (SW1/4) OF SECTION THIRTY (30), TOWNSHIP ONE HUNDRED FORTY NORTH (T140N), RANGE NINETY-SIX WEST (R96W), FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTH QUARTER CORNER OF SAID SECTION 30; THENCE ON THE SOUTH LINE OF SAID SECTION 30, N89°55'50"W A DISTANCE OF 329.82 FEET; THENCE N0°04'27"E A DISTANCE OF 2641.41 FEET (PASSING A SET REBAR AT 50 FEET); THENCE S89°53'59"E A DISTANCE OF 329.82 FEET TO THE CENTER QUARTER OF SAID OF SAID SECTION 30 MARKED WITH A FOUND REBAR W/OPC; THENCE ALONG THE NORTH/SOUTH QUARTER LINE OF SAID SECTION 20, S0°04'27"W A DISTANCE OF 2641.38 FEET (PASSING A SET REBAR AT 2591.38 FEET) TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS A TOTAL OF 20.00 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

PLAT DESCRIPTION:
LOT 1, LOT 2, LOT 3 AND LOT 4 OF BLOCK 1 OF WOOD MAJOR SUBDIVISION LOCATED WITHIN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 30, TOWNSHIP 140 NORTH, RANGE 96 WEST OF THE 5TH PRINCIPAL MERIDIAN, STARK COUNTY, NORTH DAKOTA.

EASEMENT DESCRIPTIONS:
WE HEREBY DEDICATE A 10 FOOT WIDE UTILITY EASEMENT LOCATED WITHIN THE SOUTHWEST (SW1/4) OF SECTION 30, T140N, R96W, 5TH P.M., STARK COUNTY, NORTH DAKOTA. WE ALSO HEREBY DEDICATE A 50 FOOT WIDE STREET RIGHT OF WAY ALONG THE NORTH AND ALONG THE EAST LINES OF THIS SUBDIVISION FOR FUTURE STREET DEVELOPMENT. IF THIS RIGHT OF WAY IS NOT DEVELOPED INSIDE A PERIOD OF 10 YEARS FROM THE FILING OF THIS PLAT, AT THE STARK COUNTY COURT HOUSE, THIS RIGHT OF WAY WILL VACATE AND REVERT BACK TO THE CURRENT LAND OWNER.

RIGHT-OF-WAY DEDICATION:
SAID DEDICATED RIGHT OF WAY IDENTIFIED ON THE PLAT SHALL BE EFFECTIVE FOR 25 YEARS. SHOULD THE CITY OF DICKINSON'S TRANSPORTATION MASTER PLAN AND COMPREHENSIVE PLAN BE UPDATED AND ADOPTED PRIOR TO THE EXPIRATION OF THE 25 YEAR TIME LIMIT AND IT BE DETERMINED THAT THE DEDICATED RIGHT OF WAY IS NOT NECESSARY OR REQUIRED BY THE CITY OF DICKINSON, THE PROPERTY OWNER MAY APPLY TO THE CITY OF DICKINSON TO HAVE THE RIGHT OF WAY VACATED. THE DETERMINATION TO VACATE THE DEDICATED RIGHT OF WAY SHALL BE THE SOLE DISCRETION OF THE CITY OF DICKINSON.

OWNER'S CERTIFICATE
I, JONATHON AND BRITTANY WOOD, OWNERS OF WOOD MAJOR SUBDIVISION LOCATED IN THE SOUTHWEST (SW1/4) OF SECTION 30, T140N, R96W OF THE FIFTH PRINCIPAL MERIDIAN, DO HEREBY CERTIFY THAT WE HAVE CAUSED THE SAME TO BE SURVEYED, STAKED OUT, AND PLATTED BY ROBERT L. PROCIVE, REGISTERED LAND SURVEYOR NO. 2884 OF THE STATE OF NORTH DAKOTA IN THE MANNER SHOWN ON THE ACCOMPANYING PLAT AS DESCRIBED IN THE FOREGOING SURVEYOR'S CERTIFICATE. WE ALSO HEREBY DEDICATE THE EASEMENT SHOWN ON THE NORTH END OF THE PROPERTY.

JONATHON WOOD _____

STATE OF NORTH DAKOTA }
}
COUNTY OF _____ }

ON THIS _____DAY OF _____20_____, BEFORE ME A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JONATHON WOOD KNOWN TO ME TO BE THE SAME PERSON WHO ARE DESCRIBED IN THE FOREGOING CERTIFICATE AND WHO EXECUTED THE SAME AND ACKNOWLEDGED THAT HE EXECUTED THE SAME.

_____ _____
MY COMMISSION EXPIRES NOTARY PUBLIC

BRITTANY WOOD _____

STATE OF NORTH DAKOTA }
}
COUNTY OF _____ }

ON THIS _____DAY OF _____20_____, BEFORE ME A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BRITTANY WOOD KNOWN TO ME TO BE THE SAME PERSON WHO ARE DESCRIBED IN THE FOREGOING CERTIFICATE AND WHO EXECUTED THE SAME AND ACKNOWLEDGED THAT HE EXECUTED THE SAME.

_____ _____
MY COMMISSION EXPIRES NOTARY PUBLIC

SURVEYOR'S CERTIFICATE
I, ROBERT L. PROCIVE, REGISTERED LAND SURVEYOR CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS PLAT IS A CORRECT REPRESENTATION OF THE SURVEY, DISTANCES AND MONUMENTS ARE PLACED IN THE GROUND AS SHOWN AND THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THE PLAT.

_____
ROBERT L. PROCIVE, LS-2884
INTERSTATE ENGINEERING, INC.

REGISTERED LAND SURVEYOR
ROBERT L. PROCIVE
LS-2884
DATE:
NORTH DAKOTA

STATE OF NORTH DAKOTA }
}
COUNTY OF _____ }

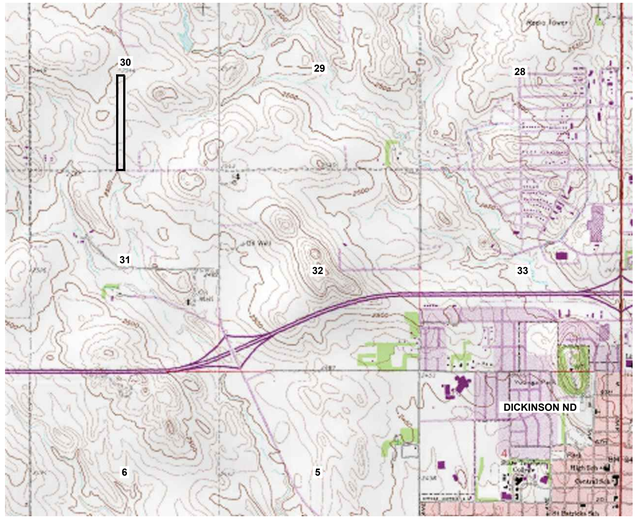
ON THIS _____DAY OF _____20_____, BEFORE ME A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED ROBERT L. PROCIVE KNOWN TO ME TO BE THE SAME PERSON WHO IS DESCRIBED IN THE FOREGOING CERTIFICATE AND WHO EXECUTED THE SAME AND ACKNOWLEDGED THAT HE EXECUTED THE SAME.

_____ _____
MY COMMISSION EXPIRES NOTARY PUBLIC

STARK COUNTY, NORTH DAKOTA
TAXES AND SPECIAL ASSESSMENTS
PAID AND TRANSFER ENTERED

_____ DATE_____

VICINITY MAP



LEGEND	
	QUARTER SECTION CORNER - AS NOTED
	SECTION CORNER - AS NOTED
	SET REBAR W/YPC RLS 2884
	FOUND REBAR
	PROPOSED LOT LINE
	RIGHT-OF-WAY (AS NOTED)
	ADJACENT PROPERTY LINE
	SECTION LINE
	QUARTER LINE
	EXISTING LOT LINE
	EASEMENT LINE
RLD =	RESIDENTIAL LOW DENSITY
	CITY LIMIT LINE

NOTES:
- FEMA STARK COUNTY UNINCORPORATED AREA - ZONE X (385369)
- FIRM MAP NUMBER 38089C0187E (EFFECTIVE DATE NOV. 4, 2010)
- DISTANCES SHOWN ARE GROUND, INTERNATIONAL FOOT
- LOCAL COORDINATES, GEOID 18A

CITY OF DICKINSON COMMISSION APPROVAL

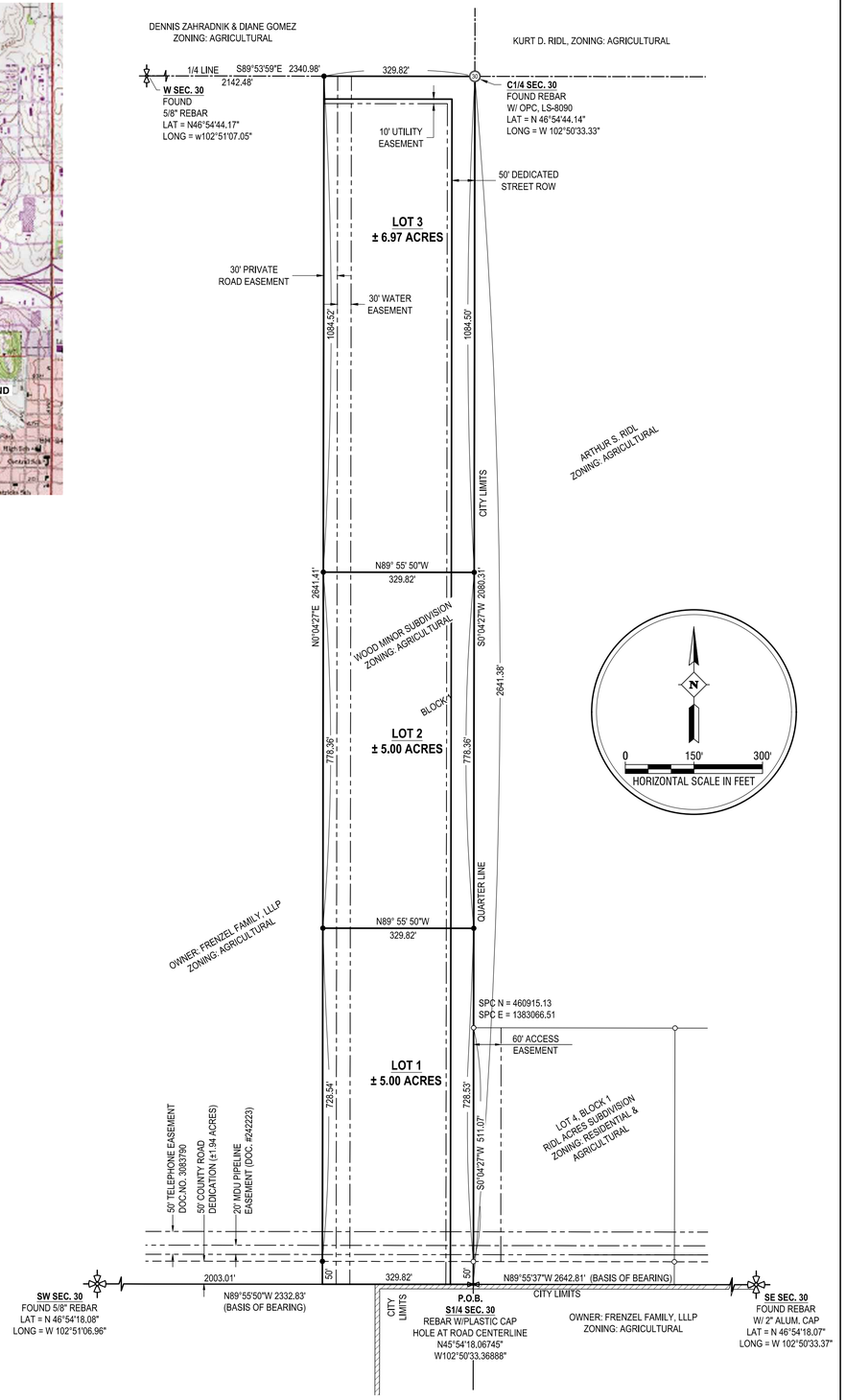
_____ DATE_____
SCOTT DECKER
CITY OF DICKINSON PRESIDENT OF THE BOARD

_____ DATE_____
JOSHUA SKLUZACEK
CITY OF DICKINSON ENGINEER

_____ DATE_____
CITY OF DICKINSON PLANNING & ZONING

APPROVAL CERTIFICATE

_____ DATE_____
DEAN FRANCHUK
STARK COUNTY CHAIRMAN OF THE BOARD



Prepared By:
INTERSTATE ENGINEERING
Professionals You Need, People You Trust.

Interstate Engineering
2177 Lincoln Ave SE
PO Box 648
Sidney, MT 59270
(406) 433.5617
www.interstateeng.com

DICKINSON, ND 58601

OWNER(S): JONATHON AND BRITTANY WOOD
FOR: MAJOR SUBDIVISION
PURPOSE: PARCEL BOUNDARY

DRAWN BY:	JDM	SURVEYED BY:	RTJ	PROJECT NO:	WC23-11-066
CHECKED BY:	RLP	DESIGNED BY:	JDM	DATE:	5/13/2024

1 OF 1
SHEET NO.

© 2024, INTERSTATE ENGINEERING, INC.
X:\2023\WC\11\WC23-11-066_Johnny_Wood\WC2311066 WOOD MAJOR SUB.dwg 7/1/2024

WOOD ACRES

(SHOWING URBAN SERVICE BOUNDARY)

CITY OF Dickinson North Dakota

RESOLUTION NO: _____ - 2024

A RESOLUTION APPROVING FINAL PLAT ENTITLED
WOOD MAJOR SUBDIVISION
STARK COUNTY, NORTH DAKOTA

WHEREAS, application has been made to the Board of City Commissioners for the approval of a final plat of **WOOD MAJOR SUBDIVISION**

PROPERTY BOUNDARY DESCRIPTION:

A PARCEL OF LAND LOCATED AS DESCRIBED ON DEED DOCUMENT 3176062 AS FILED AT THE STARK COUNTY RECORDERS OFFICE WITHIN THE SOUTHWEST QUARTER (SW1/4) OF SECTION THIRTY (30), TOWNSHIP ONE HUNDRED FORTY NORTH (T140N), RANGE NINETY-SIX WEST (R96W), FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTH QUARTER CORNER OF SAID SECTION 30; THENCE ON THE SOUTH LINE OF SAID SECTION 30, N89°55'50"W A DISTANCE OF 329.82 FEET; THENCE N0°04'27"E A DISTANCE OF 2641.41 FEET (PASSING A SET REBAR AT 50 FEET); THENCE S89°53'59"E A DISTANCE OF 329.82 FEET TO THE CENTER QUARTER OF SAID OF SAID SECTION 30 MARKED WITH A FOUND REBAR W/OPC; THENCE ALONG THE NORTH/SOUTH QUARTER LINE OF SAID SECTION 20, S0°04'27" A DISTANCE OF 2641.38 FEET (PASSING A SET REBAR AT 2591.38 FEET) TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCEL CONTAINS A TOTAL OF 20.00 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

PLAT DESCRIPTION:

LOT 1, LOT 2, LOT 3 AND LOT 4 OF BLOCK 1 OF WOOD MAJOR SUBDIVISION LOCATED WITHIN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 30, TOWNSHIP 140 NORTH, RANGE 96 WEST OF THE 5TH PRINCIPAL MERIDIAN, STARK COUNTY, NORTH DAKOTA

WHEREAS, the Planning Commission held a public hearing on said plat in compliance with State Statute, at which time the final plat was given final approval and recommended to the Board of City Commissioners.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the property known as the **WOOD MAJOR SUBDIVISION** Stark County, North Dakota, be and the same is hereby approved upon condition that the proposed streets, water and sewage and other utility facilities be in accordance with the City of Dickinson and Stark County regulation codes and as indicated on the final plat, and procedures acceptable to the Board of City Commissioners.

Dated this _____ day of _____ 2024.

_____
Scott Decker, President
Board of City Commission

ATTEST:

_____
Dustin Dassinger, City Administrator

Engineering & Community Development

Presented by: Joshua Skluzacek – Engineer/Community Development Director

Tuesday August 20 , 2024

City Commission Monthly Report

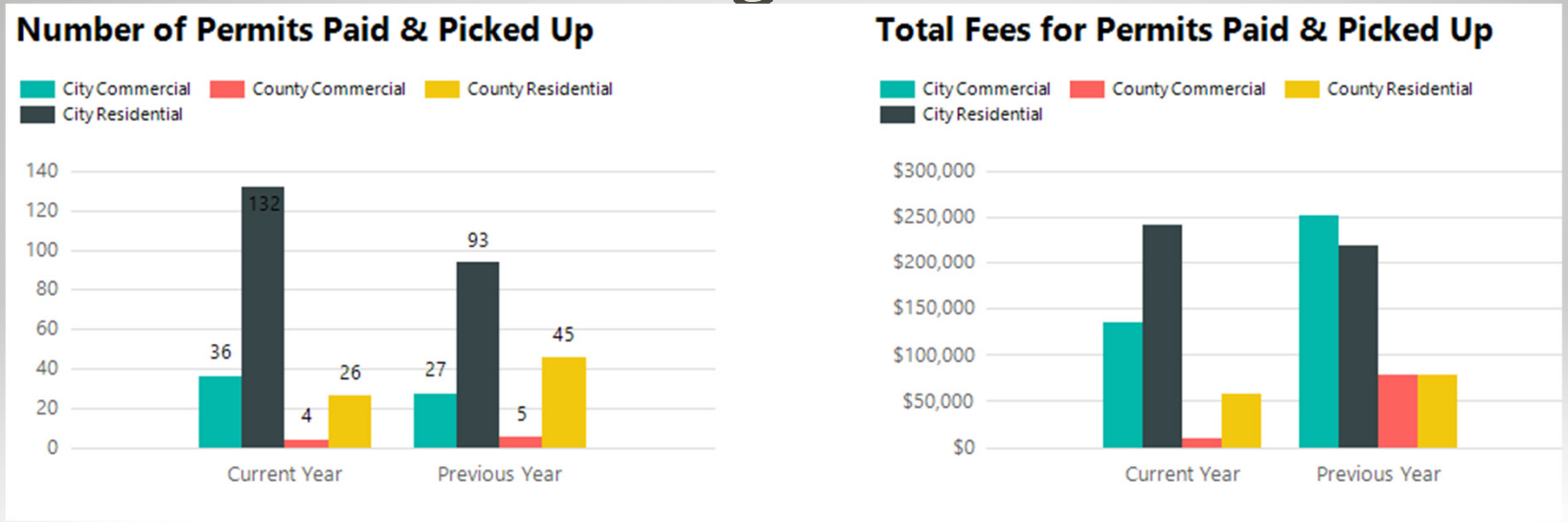
CITY OF Dickinson North Dakota

Planning

- Onboarding for Natalie Birchak is going well
- 32 Pre-Application Meetings in 2024
- September P&Z Meeting Includes 7 Agenda Items

CITY OF Dickinson North Dakota

Buildings & Codes



Date Range reported through August 9, 2024

CITY OF Dickinson North Dakota

Engineering

Project Name	Project Manager	Progress	Start	End
EXECUTION				
SIMS - 9TH ST E TO MUSEUM DR	JS	40%	6/17/2024	10/25/2024
HWY 22/3RD AVE W - 8TH ST S TO 15TH ST MICROSURFACING	JS	60%	5/3/2024	8/30/2024
HWY 22 - 21ST ST TO 45TH ST	JS	99%	5/3/2024	6/28/2024
2024 ROAD MAINTENANCE	JS	80%	5/1/2024	8/30/2024
SUNDANCE COVES LIGHTING	KK	70%	6/17/2024	10/30/2024
2024 WATERMAIN & LEAD SERVICE LINE	JS	70%	7/13/2024	10/11/2024
I-94 EBL MICROSURFACING	JS	10%	8/5/2024	8/30/2024

CITY OF Dickinson North Dakota

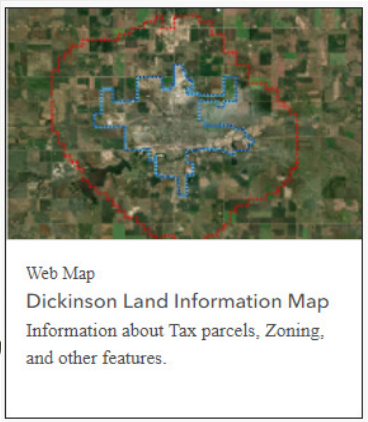
Engineering

Project Name	Project Manager	Progress	Start	End
PRELIMINARY/DESIGN ENGINEERING				
EAST BROADWAY DAM	KK	50%	11/27/2023	2/3/2025
HEART RIVER BRIDGE IMPROVEMENTS - S. STATE AVE.	KK	90%	2/20/2023	8/30/2024
MUSEUM EXPANSION	KK	5%	1/1/2024	2/28/2025
LIBRARY EXPANSION	KK	75%	1/1/2024	10/25/2024
I-94 WBL & ROUNDABOUTS	JS	90%	1/8/2023	10/1/2024
HWY 22/3RD AVE W TRAFFIC SIGNAL STUDY	JS	95%	4/1/2023	10/4/2024
PATTERSON LAKE IMPROVEMENTS	JS	0%	4/12/2023	12/31/2024
FIRE STATION EVALUATION	JS	99%	1/16/2024	7/19/2024
PUBLIC SAFETY TRAINING CENTER	JS	99%	12/20/2023	6/28/2024
SIMS - 2ND ST E TO 9TH ST E	JS	30%	7/8/2024	1/17/2025
FAIRWAY/STATE STORM WATER DRAINAGE SYSTEM UPGRADES	JS	0%	3/5/2024	8/15/2025
ENTRANCE SIGNS	KK	75%	9/26/2023	9/27/2024
NORTH INDUSTRIES STREETS	JS	60%	11/8/2023	9/27/2024
TRANSPORTATION MASTER PLAN & COMP. PLAN UPDATE	JS	50%	12/21/2023	4/25/2025

Project Name	Project Manager	Progress	Start	End
PRELIMINARY/DESIGN ENGINEERING				
10TH AVE E - VILLARD TO MUSEUM DR	JS	90%	2/6/2024	8/30/2024
10TH AVE E - MUSEUM DR to 21ST ST E	JS	60%	2/6/2024	1/17/2025
1ST ST E - SIMS to 4TH AVE E	JS	20%	2/6/2024	8/15/2025
5TH ST SW - 3RD AVE W to 6TH AVE E	JS	70%	2/6/2024	10/25/2024
9TH ST W & 5TH AVE W INTERSECTION	JS	30%	2/6/2024	1/17/2025
4TH ST E, 5TH ST E, & 26TH AVE E STREET & STORM WATER IMPROVEMENTS	JS	0%	3/5/2024	8/15/2025
NW REGIONAL POND	JS	0%	3/5/2024	8/15/2025
2025 ROAD MAINTENANCE	JS	60%	3/5/2024	11/15/2024
2025 WATERMAIN & LEAD SERVICE LINE	JS	60%	3/5/2024	11/15/2024
8TH AVE SE CROSSINGS & HEART RIVER TRIBUTARY 47	JS	0%	3/5/2024	11/15/2026
DICKINSON DRAINAGEWAY	JS	0%	3/5/2024	11/15/2027
QUEEN CITY DAM EAP & MITIGATION	JS	0%	3/5/2024	11/15/2025

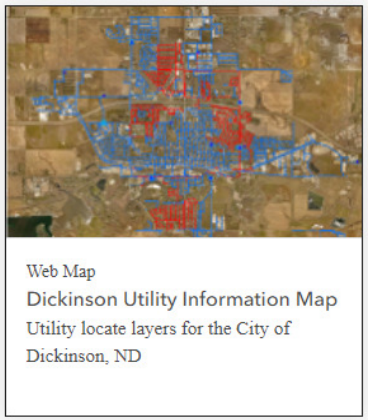
Geographic Information System (GIS)

- Finished updates to GIS Lead Service Line Survey Points with the latest attributes from Public Works Inspections. Created a web app to more easily visualize where the unknown or lead lines currently exist and to facilitate updates going forward.
- Worked with IT to create links to Camera files for stormwater & sanitary pipes, available by clicking manhole features in the Utility Information Map. Also, created scripts and procedures to facilitate updates as new files are created.
- Incorporated Braun Intertec bore hole locations into the Utility Information Map, significantly reducing the time spent by locators to mark 811 requests for the project.

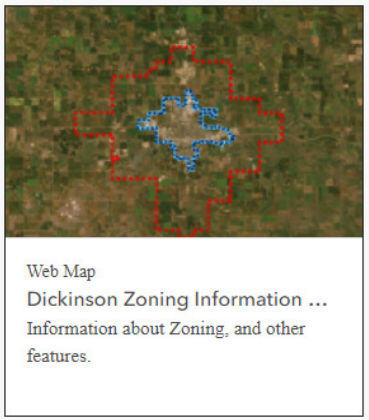


Web Map
Dickinson Land Information Map
Information about Tax parcels, Zoning, and other features.

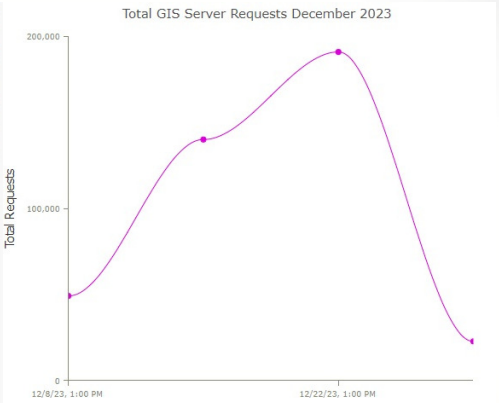
Web Map
Dickinson Street Information Map
Map Showing various street designations for the City of Dickinson,ND



Web Map
Dickinson Utility Information Map
Utility locate layers for the City of Dickinson, ND



Web Map
Dickinson Zoning Information ...
Information about Zoning, and other features.



Thank you!

QUESTIONS AND COMMENTS ARE WELCOME

CITY OF Dickinson North Dakota

www.DickinsonGov.com

FTA REGION 8
CATEGORICAL EXCLUSION WORKSHEET

FTA Region 8 provides this Categorical Exclusion (CE) worksheet to help project sponsors (recipients) comply with the National Environmental Policy Act (NEPA). The information collected will help to better define the project scope for environmental analysis, identify potential impacts, and determine if other environmental laws and permits apply. If sufficiently completed, it can enable FTA to determine that the project does not result in significant environmental impacts and meets the criteria for a CE. All activities and projects to be supported with federal funds require a NEPA environmental finding as a prerequisite to award of funds.

This CE Worksheet should be completed for C-List projects involving construction and *all* D-List projects. **If a C-List project does not involve construction, you do not need to complete this worksheet.** All parts below must be completed prior to FTA review. Compliance with other environmental requirements must also be completed before FTA will issue a determination that the project meets the criteria for a CE. Certain project activities may not begin until this process is complete. For guidance on completing this worksheet, please refer to the CE Worksheet Instructions.

Prior to transmitting a grant application, complete and submit this CE Worksheet using the CE Worksheet Instructions allowing sufficient time for FTA review, especially if other environmental laws or permits apply. For assistance, please contact your assigned FTA Region 8 Pre-Award Manager, or you may call the office at 303-362-2400. To "check" a box, double-click on the box and select "checked" under default value.

PART A: PROJECT INFORMATION

Project Sponsor *NDDOT*	FTA Application No/FAIN 1153-2024-4 FY21 5339 Formula
Project Contact (include mailing address, email address and phone number) *Colleen Rodakowski* *Executive Director* *Dickinson Public Transit* *361 26th Street East* *Dickinson, ND 58601* *director@eldercareregion8.org* *701.456.1818 (work)* *701.590.9311 (cell)*	
Project Title *Dickinson Public Transit Building Expansion*	

Project Description

<u>Introduction/Background</u>: The Dickinson Public Transit building was constructed with funding from ARRA (American Recovery and Reinvestment Act of 2009) via the North Dakota Department of Transportation (NDDOT)). The project planning started in 2009, with groundbreaking in 2011, and completion in February 2012. This is a Federal Transit Administration (FTA) funded facility with local match provided by the City of Dickinson.

While the FTA's interest being 40 years of the lifetime of the building, the City of Dickison's ownership of local match allows Dickinson Public Transit and the City of Dickinson to hold an agreement between the parties for Dickinson Public Transit's use of the building and property. This agreement states that "…the City of Dickinson desires to facilitate a public transit system for the residents of the City; and … Dickinson Public Transit is engaged in the business of providing public transit service to the residents of the City of Dickinson…"
(This agreement is available upon request.)

<u>About Dickinson Public Transit</u>: Dickinson Public Transit provides Demand Response/Dial a Ride Service in Dickinson, North Dakota for work, shopping, medical, recreation, worship, and other needs with weekly trips to Bismarck, North Dakota (mostly for medical needs).

Dickinson Public Transit's services benefit the elderly, disabled, and socioeconomically challenged of our community, and the general public by providing transit services they otherwise would not have. Our services provide convenient, low-cost rides for people who need transit services. Dickinson Public Transit is committed to providing transit services to its community. Dickinson Public Transit is open every day of the year, with early closings on some holidays.

Being open daily is very important to serving the community's economic needs as our trips have been increasing this past year, as we recover from the effects of Covid-19.

<u>Why a Building Expansion is Needed</u>: Due to the influx of the oil boom around 2010, we outgrew the building right away. Original plans which included a drive-through garage, more vehicle parking spots in the garage, a training room, drivers lounge, and storage spaces, etc., had to be removed from the original design as inflation hit with the oil boom. We had to redesign the building to keep the project costs within the $1.1 million federal aid funds and 20% local match from the City of Dickinson. Therefore, we had to downsize our needs at the beginning of the project.

Dickinson Public Transit is growing. In 2022, we provided 34,090 passenger trips. In 2023, we estimate providing approximately 49,494 trips. (December 2023 numbers are not finalized.) This is an estimated 41.78% increase from 2022 to 2023. We are struggling to keep growing and need a building expansion. From January 2023 to November 2023, 43.41% of our trips were for work/employment. This past year, our priority was to get our passenger trips back to or above the levels before the COVID-19 pandemic. We were successful! We attribute this success to the partnership within our state and city, the Elder Care increased publicity in the community, our dedicated management and staff, the ability to replace vehicles in poor condition, and the purchase of replacement/expansion vehicles.

<u>Proposed Building Expansion Improvements</u>: With Dickinson Public Transit's current infrastructure and operational capacity, we are limited in the number of transit rides we can provide to the Dickinson community. To address and meet escalating transit demands, we propose an expansion of the Dickinson Public Transit facility. The planned expansion includes increased vehicle storage, an automotive vehicle wash, additional office space, a dedicated employee training room, a breakroom, and improved storage areas. To accommodate the anticipated growth in ridership, it is imperative to grow our workforce and purchase more vehicles. This requires an expanded garage and office space to ensure safe and efficient operations. Currently, the lack of sufficient office space requires us to conduct employee training sessions in the existing garage, which is not ideal. The proposed addition up to 9,000 sq. ft. on a single level. The location will be attached to the existing building located at 361 26th Street West, Dickinson, ND 58601.

Project Stakeholders:

- *FTA*
- *NDDOT*
- *City of Dickinson*
- *Dickinson Public Transit*
- *Elder Care Management Board of Directors*
- *Dickinson Public Transit Employee*
- *Dickinson Public Transit Riders*
- *Community of Dickinson*
- *Contractors involved in the project*
- *Vendors involved in the project*

Estimated Budget:

- *Entire building expansion estimated budget to be determined.*
- *$225,000 for the architect design and construction project manager fees.*

Metrics for Measuring Success:

- *Monitoring the project and its success will be ongoing and determined by review and evaluation of tasks completed*
- *Monitoring the project and its success will be ongoing and determined by meeting the timeline dates in place*
- *Public Hearings will be held as needed*
- *Successes and concerns will be addressed as they arise*

Project Location (Include physical address)

361 26th Street East

Dickinson, ND 58601

Is this project included in the current approved TIP (**Transportation Improvement Plan**) and/or STIP (**Statewide Transportation Improvement Plan**)?

☐ YES – TIP/STIP ID/Page No.:

☒ NO – When will it be added?
Timeframe to add project to the NDDOT STIP will be determined by NDDOT

Is this a re-evaluation of a project previously evaluated/approved or currently under construction?

☒ NO

☐

PART B: PROPOSED CATEGORICAL EXCLUSION DETERMINATION

Select the CE category under 23 CFR 771.118(c) or (d) that best describes the proposed project (select only one). FHWA and FRA CEs may also be used, if applicable. CE descriptions are included in the CE Worksheet Instructions.

CE (e.g., C-9 or D-6): C-9

PART C: ENVIRONMENTAL EVALUATION

For each of the following resources, identify, evaluate, and describe any adverse impacts to the built (including social and economic) and natural environment resulting from the proposed project. Select NO, if a resource is not present on or near the proposed project area, or if there are no adverse impacts. Select YES, if a resource is present and will be impacted; and succinctly describe the impacts, any mitigation necessary to minimize impacts, and any permits required. Please explain your answer. The level of detail you provide should be commensurate with the complexity of the project. For guidance on how to evaluate each resource for impacts, see the CE Worksheet Instructions. If, through your evaluation, you believe the project *will* result in significant environmental impacts or you aren't sure, and/or it is likely to generate substantial controversy on environmental grounds, contact FTA Region 8.

1. Land Use and Zoning

Is the proposed project incompatible or inconsistent with existing or future land use and/or zoning in the project area?

☐ NO

☒ YES

Describe the surrounding land use and zoning: Kilwein 5th Addition, Lots 2, 3, 4 and 5, Block 2 in the City of Dickinson, North Dakota. The lots are located on the north side of 26th Street West between Sims and 4th Avenue East in Stark County, Section 27, T140N, R96W.

Provide a map with project location and surrounding land uses: See attachment

2. Land/Property Acquisition, Relocation, Leases and Easements

Does the proposed project require any land/property acquisition, easement, or permit? Note: for acquisitions over $1 million, FTA concurrence with the property's valuation is also required (see Circular 5010.E). Explain.

☒ NO

☐ YES

3. Environmental Justice

Is the proposed project located in a neighborhood containing minority or low-income residents or businesses? If yes, will it result in disproportionately high and adverse impacts? Explain.

☒ NO

☐ YES

4. Cultural, Historic and Archaeological Resources

Are there any cultural, historic, or archaeological resources on or near the proposed project site? If yes and the proposed project has the potential to affect such resources, the Section 106 process must be followed, and a Section 4(f) evaluation may be required. Explain, including what steps were taken to make the determination.

☒ NO

☐ YES

The current facility was constructed in 2012 (less than 50 years old) and the area of ground disturbance for the expansion is previously disturbed from existing development.

In the event unidentified historic and/or archaeological resources are discovered during construction, work will stop until the resources are evaluated in terms of the National Register eligibility criteria in consultation with SHPO.

If YES resources are present, does Section 106 apply? Explain.

☐ NO

☐ YES – Provide Section 106 Consultation Documentation

If YES resources are present, does Section 4(f) apply? Explain.

☐ NO

☐ YES – Provide Section 4(f) Evaluation

5. Visual/Aesthetics

Will the proposed project degrade the existing visual/aesthetic character or quality of the site, its surroundings, and/or recognized view sheds? Explain.

There is an existing transit facility at the location of the proposed expansion. The proposed improvements will not introduce any new visual features to the project area that would affect the character of the site.

☒ NO

☐ YES

6. Park and Recreation Resources

Are there any public parks and/or recreation resources on or near the proposed project area that would be impacted? If the proposed project has the potential to impact publicly owned parks or recreation areas, a Section 4(f) evaluation may be required. If a park is funded with LWCF funds, Section 6(f) may apply. Explain.

☒ NO

☐ YES

If YES, does Section 4(f) apply? Explain.

☐ NO

☐ YES – Provide Section 4(f) Evaluation

If YES, does Section 6(f) apply? Explain.

☐ NO

☐ YES – Provide documentation.

7. Noise and Vibration

Are there any noise and/or vibration sensitive receptors located near the proposed project that would be impacted? Explain.

There are no sensitive noise receptors near the project area.

☒ NO

☐ YES

8. Air Quality

Is the proposed project located in an Environmental Protection Agency (EPA)-designated non-attainment or maintenance area?

☒ NO

☐ YES - indicate the criteria pollutant and contact FTA to determine if a hot spot analysis is necessary.

- ☐ Carbon Monoxide (CO)
- ☐ Sulfur Dioxide (SO_2)
- ☐ Lead (Pb)
- ☐ Nitrogen Dioxide (NO_2)
- ☐ Ozone (O_3)
- ☐ Particulate Matter (PM_{10})
- ☐ Particulate Matter ($PM_{2.5}$)

Does the proposed project require a conformity analysis or regional analysis under 40 CFR Part 93?

☒ NO

☐ YES

If the non-attainment area is also in a metropolitan area, is the proposed project required to be and included in the MPO's air quality conformity analysis for the Transportation Improvement Program (TIP)?

☒ NO

☐ YES - Date of FHWA/FTA conformity finding.

9. Hazardous Materials

Is there any known or potential contamination at the proposed project site that would be impacted? Describe the steps taken to make the determination (Phase I ESA, etc.) and results. Note the mitigation and clean-up measures that will be taken to remove hazardous materials from the project site, if applicable.

The proposed improvements are at the existing transit facility and will require limited ground disturbance.

☒ NO

☐ YES

10. Farmland

Are there any prime or unique farmlands located at the proposed project site that would be impacted? Explain.

☒ NO

☐ YES

11. Floodplains

Is the proposed project located within the Federal Emergency Management Agency (FEMA) 100-year floodplain or within the floodway? If yes, this project may require further evaluation under EO 11988. Explain.

☒ NO

☐ YES

12. Water Resources and Water Quality

Are there any surface or ground water resources present, including an EPA-designated sole source aquifer (SSA), near the proposed project that would be impacted? Explain.

☒ NO

☐ YES

Is there an increase in impervious surface (e.g., roofs, driveways, streets, parking lots, etc.) or restored pervious surface greater than one acre? If YES, an NPDES/storm water permit may be needed and must be acquired prior to construction. Explain.

☒ NO

☐ YES

13. Wetlands and Waters of the U.S.

Are there any wetlands or waters of the U.S. on or adjacent to the proposed project area that would be temporarily or permanently impacted? Explain.

☒ NO

☐ YES

If YES, is a permit from the US Army Corps of Engineers required? Explain.

☐ NO

☐ YES

14. *Threatened and/or Endangered Species*

Are there any listed threatened and/or endangered species (plant or animal) or critical habitat present on or near the proposed project area that would be impacted? How was this determined? If yes, Section 7 of the Endangered Species Act may apply. Explain.

The area of disturbance is existing concrete or landscaped grassland. Threatened and/or endangered species or species habitat are not located within the project area.

☒ *NO*

☐ *YES*

15. Natural and Biological Resources

Are there any natural areas, biological resources (fish, birds, wildlife, and habitat) or sensitive areas present on or near the proposed project area that would be impacted? If the proposed project has the potential to impact wildlife or waterfowl refuges, a Section 4(f) evaluation may be required. Explain.

The area of disturbance is existing concrete or landscaped grassland. Natural areas or biological resources are not located within the project area. ☒ NO

☐ YES

If YES, does Section 4(f) apply? Explain.

☐ NO

☐ YES – Provide Section 4(f) Evaluation.

16. Traffic and Parking

Does the proposed project have the potential to permanently impact traffic and/or parking (on and off street) in the project area? Explain.

☒ NO

☐ YES

17. Utilities

Are there any utilities that could be impacted by the proposed project? Explain.

☒ NO

☐ YES

18. Construction Impacts

Will the proposed project result in impacts (e.g., noise, air, water, staging, parking, traffic detours, etc.) during construction? Explain.

☐ NO

☒ YES – Provide mitigation commitments. Construction work will be completed during the City of Dickinson noise ordinance which limits construction activities to the hours of 7:00 am to 9:00 pm. Per the Categorical Exclusion form completed in July 2009, correspondence with the North Dakota Department of Health (in the construction of the Dickinson Public Transit building), the department indicated "that environmental impacts from the proposed construction will be minor and can be controlled by proper construction methods." All necessary measures will take place to minimize noise, dust, air, water, staging, parking, traffic detours, etc. that may be created during construction. Any complaints that may arise will be handled in an efficient and effective manner.

19. Public Outreach and Agency Coordination

Was any public outreach and/or agency coordination conducted? Explain.

☐ NO

☒ YES

Dickinson Public Transit has an agreement with the City of Dickinson for the use of the Dickinson Public Transit building. With this partnership, Dickinson Public Transit informed City Administrator Dustin Dassinger, as well as NDDOT and the Elder Care Management Board (which oversees Dickinson Public Transit) of its need for a building expansion and its intent to apply for a grant from NDDOT for architect design and construction project manager fees. There were no concerns expressed.

20. Safety and Security

Are any measures required for the safe and secure operation of the proposed project after its construction? Explain.

☒ NO

☐ YES

21. State and Local Permits, Policies and Ordinances

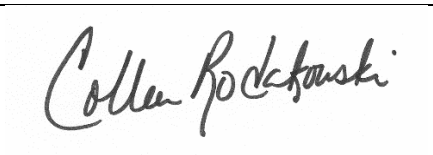
Does the proposed project require compliance with any applicable state and local permits, policies, and ordinances? Explain.

☒ NO

☐ YES

WORKSHEET COMPLETED BY (RECIPIENT NAME AND TITLE): **DATE SUBMITTED:**

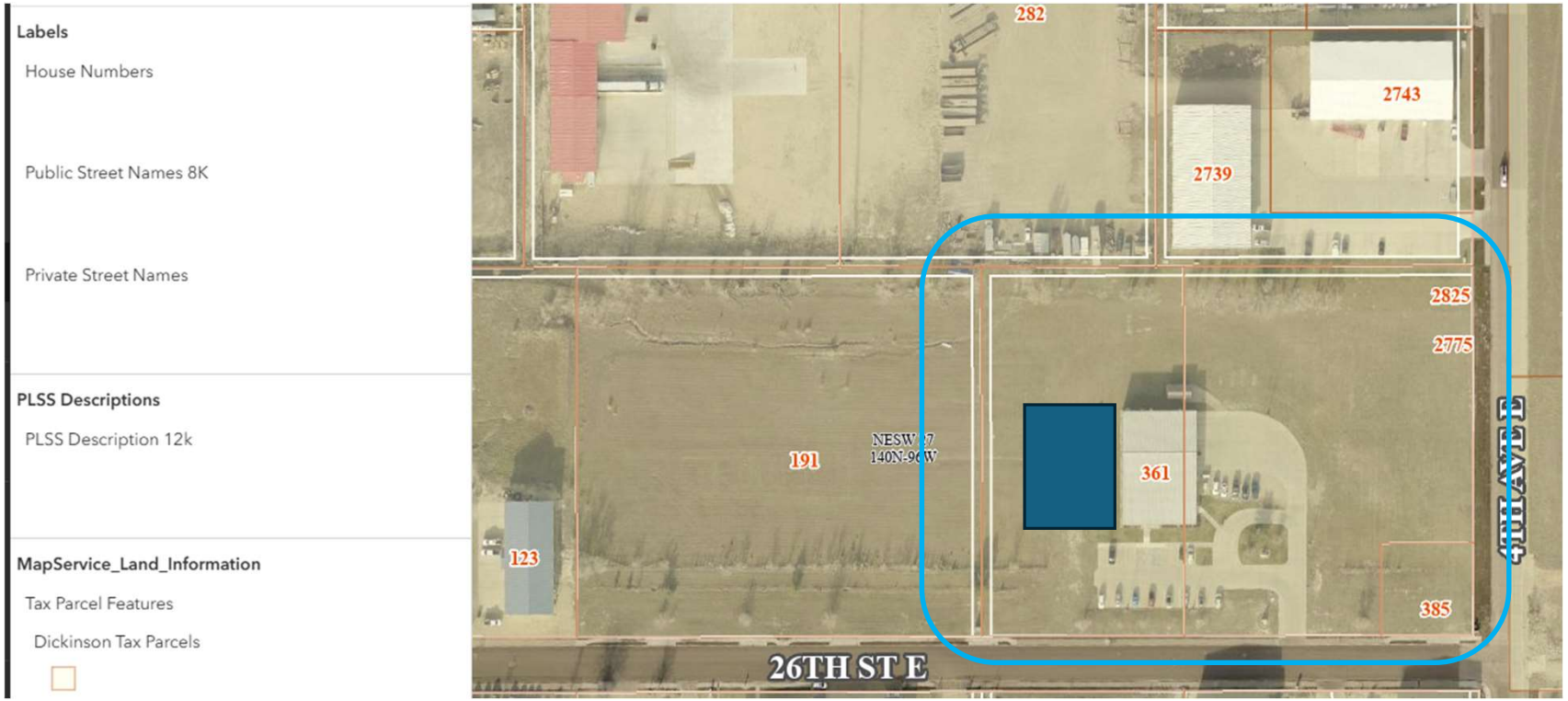
Colleen Rodakowski *Colleen Rodakowski* *Executive Director, Dickinson Public Transit*	*12-29-23*

 _____ _____ *Colleen Rodakowski* *Executive Director, Dickinson Public Transit*	*I submitted additions/corrections to this document on 7-31-24*

Note: CE Worksheet must be signed by the Recipient of Funds

361 26th Street West, Dickinson, ND Zoning & Land Use

361 26th Street West, Dickinson, ND Lots & Easements



Proposed Expansion

Rita Binstock

From: Colleen Rodakowski <director@eldercareregion8.org>
Sent: Wednesday, August 14, 2024 2:28 PM
To: Rita Binstock; Linda Carlson
Subject: FW: FTA R8 NEPA Approval - Dickinson Public Transit Building Expansion Project
Attachments: FTA_R8_CE_Worksheet_2024_Expansion_080824.pdf

Importance: High

Hello Linda,

As we just discussed, here is the information you requested for Tuesday's commissioners' meeting.

Thanks, Colleen

Colleen Rodakowski | Executive Director
Elder Care
Dickinson Public Transit
361 26th Street East
Dickinson, ND 58601

director@eldercareregion8.org
701.456.1818

"The good you do will never go to waste,
even if it goes unnoticed, do good anyway."
~ writer unknown

From: Hanson, Becky R. <bhanson@nd.gov>
Sent: Tuesday, August 13, 2024 10:12 AM
To: Colleen Rodakowski <director@eldercareregion8.org>; Rose Drake <rosed@eldercareregion8.org>
Cc: Sayler, James P. <jamsayler@nd.gov>; Small, Julie A. <jsmall@nd.gov>
Subject: FW: FTA R8 NEPA Approval - Dickinson Public Transit Building Expansion Project

Colleen,

Here is your CE Worksheet and the email below serves as the NEPA approval for the project. Please keep for your records.

I will start working on the contract to send to you through docusign this week.

Great job!

Becky Hanson
Transit Program Manager

701.328.2542 • bhanson@nd.gov • dot.nd.gov

NORTH Dakota | Transportation
Be Legendary.

From: Tunison, Ranae (FTA) <ranae.tunison@dot.gov>
Sent: Tuesday, August 13, 2024 10:23 AM
To: Hanson, Becky R. <bhanson@nd.gov>
Subject: FW: FTA R8 NEPA Approval - Dickinson Public Transit Building Expansion Project

***** **CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe. *****

Hi Becky,

See Robyn's email below regarding the NEPA approval for the Dickinson Transit Facility expansion. Please send to Dickinson Transit for their records. I will update TrAMS with the information.

Thank you,

U.S. Department of Transportation
Federal Transit Administration

Ranae Tunison
Community Planner, Region 8
ranae.tunison@dot.gov
(303) 362-2397

From: Kullas, Robyn (FTA) <robyn.kullas@dot.gov>
Sent: Thursday, August 8, 2024 4:09 PM
To: Tunison, Ranae (FTA) <ranae.tunison@dot.gov>
Cc: MacDonald, Tracey (FTA) <tracey.macdonald@dot.gov>
Subject: FTA R8 NEPA Approval - Dickinson Public Transit Building Expansion Project

Hi Ranae, Can you forward the below information and attached pdf to NDDOT and the sub-recipient? This is the NEPA approval for the Dickinson Transit Facility expansion. I don't think I have an email chain that identifies the NDDOT contact for this project. Thanks! Robyn:

Based on the documentation provided by your office for the *Dickinson Public Transit Building Expansion* project, FTA Region 8 concurs with the finding that the proposed project meets the definition of Categorical Exclusion List C-9, pursuant to 23 CFR 771.118(c)(9). Please copy the following project description and mitigation measures into the "Extended Budget Description" in TrAMS:

> *Dickinson Public Transit (DPT) is proposing to expand the existing transit facility located at 361 26th Street West, Dickinson, ND 58601. With Dickinson Public Transit's current infrastructure and operational capacity, DPT is limited in the number of transit rides we can provide to the Dickinson community. To address and meet escalating transit demands, DPT proposes an expansion of the existing facility. The planned expansion includes*

increased vehicle storage, an automotive vehicle wash, additional office space, a dedicated emplo room, a breakroom, and improved storage areas. The proposed addition is single-story and up to 9,000 sq. ft. of building space. No property acquisition or easements are required. The existing building was constructed in 2012 (less than 50 years old). No historic or cultural resources have been identified in the project area. The depth of disturbance for the proposed work is minor and the area of ground disturbance for the expansion is previously disturbed from existing development.

In the event unidentified historic and/or archaeological resources are discovered during construction, work will stop until the resources are evaluated in terms of the National Register eligibility criteria in consultation with SHPO.

Construction work will be completed during the City of Dickinson noise ordinance which limits construction activities to the hours of 7:00 am to 9:00 pm. All necessary measures will take place to minimize noise, dust, air, water, staging, parking, traffic detours, etc. that may be created during construction. Any complaints that may arise will be handled in an efficient and effective manner.

Please consider this email NEPA approval from FTA Region 8 for the project and save to your project files. The updated categorical exclusion worksheet is also attached for your records.

Thank you,

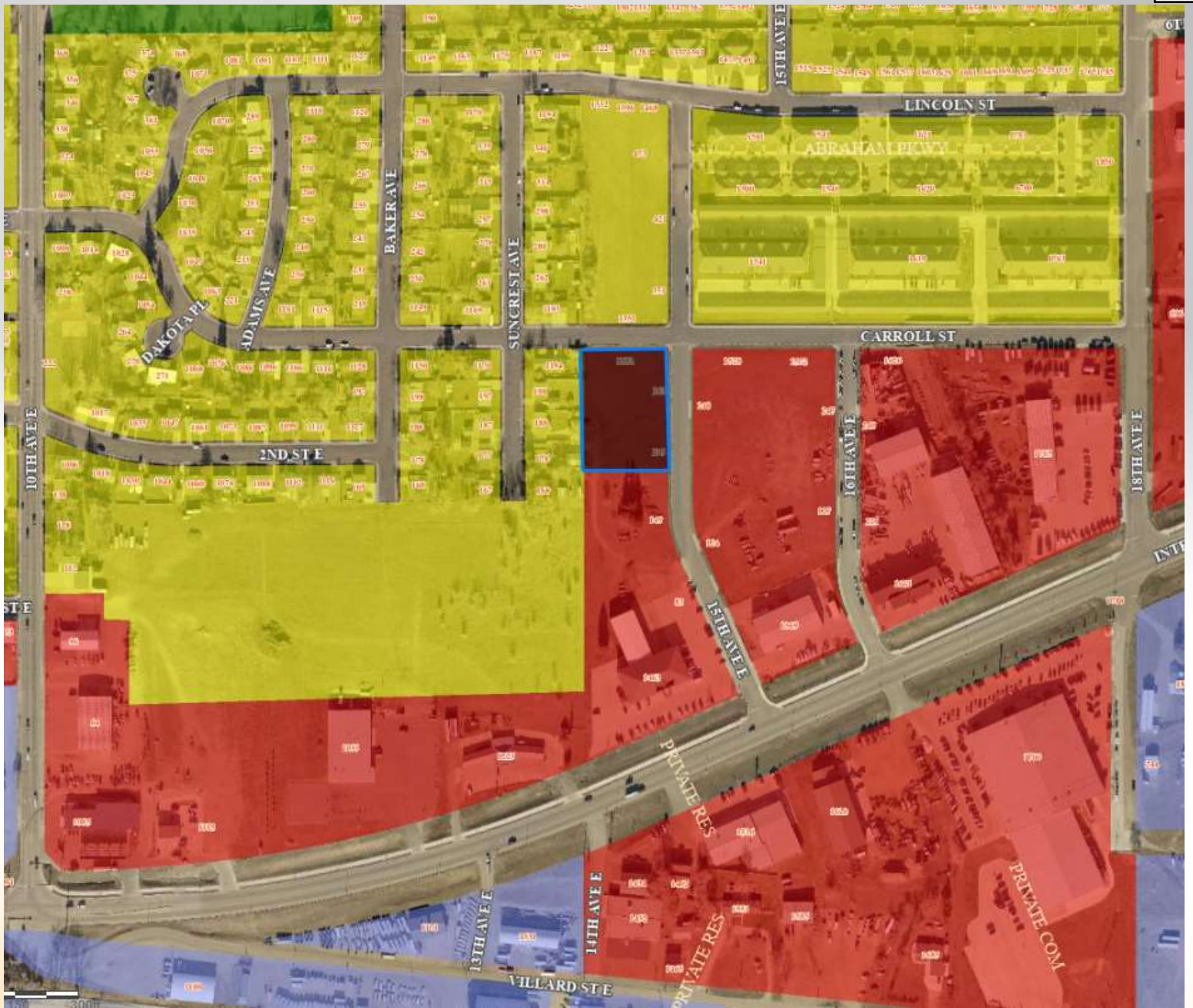
U.S. Department of Transportation
Federal Transit Administration

Robyn Kullas
Environmental Protection Specialist
1961 Stout Street, Ste 13-301
Denver, CO 80294-3007
robyn.kullas@dot.gov
(303)362-2389

RUSS HEISER REZONE R2 TO GC

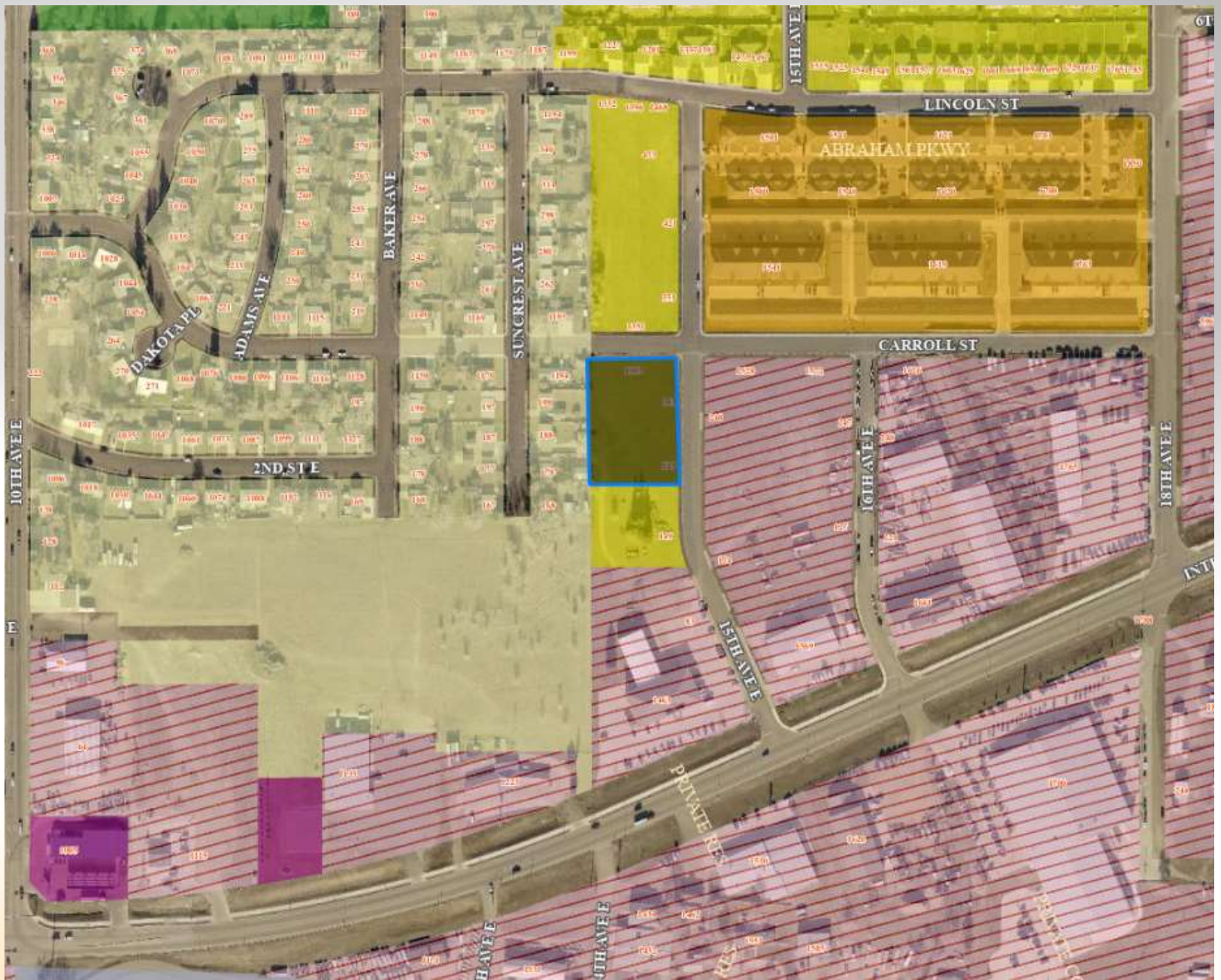
CITY OF Dickinson North Dakota

RUSS HEISER REZONE R2 TO GC (FLUM)



CITY OF Dickinson North Dakota

RUSS HEISER REZONE R2 TO GC (Zoning)



CITY OF Dickinson North Dakota

RUSS HEISER REZONE R2-GC (REZ-006-2024)

Presented by: City/County Planner - Steve Josephson

Consideration to Approve

CITY OF Dickinson North Dakota

RUSS HEISER REZONE R2 TO GC

CITY OF Dickinson North Dakota

heiser ZONING MAP AMENDMENT REQUEST

To: City of Dickinson Planning & Zoning Commission
From: City of Dickinson Community Services
Date: August 7, 2024
Re: REZ-006-2024 Zoning Map Amendment

OWNER/APPLICANT
Russ Heiser
2147 7th Street West
Dickinson, ND, 58601
Russheiser@ndsupernet.com
701 260-8287

Public Hearing	August 14, 2024	Planning and Zoning Commission
Public Hearing	August 20, 2024	City Commission
Final Action	September 3, 2024	City Commission

To consider a zoning map amendment from Medium Density Residential (R2) to General Commercial for 1.46 acres located within the City of Dickinson. The property is located at 213 & 263 15th Avenue East and it is legally described as Lots 3 & 4, Block 3, of Fisher East Side Second Subdivision.

Staff recommendation: Approval

CURRENT ZONING	**R2**
FUTURE LAND USE MAP DESIGNATION	**COMMERCIAL**
GROSS SITE ACREAGE	**+/-1.46**
LOTS PROPOSED	**Two**

NEARBY ZONING & LAND USE		
Direction	**Zoning**	**Land Use**
North	R2	Undeveloped
East	GC	Undeveloped
South	R2	Undeveloped
West	R1	Single-family residences

COMPATIBILITY, COMPLIANCE, AND RECOMMENDATIONS

Compatibility with Local Uses, Compliance with The Zoning Ordinance and Consistency with the Comprehensive Plan

The subject lots are designated on the Future Land Use Map, as found the Land Use chapter of the Dickinson 2035: Roadmap to the Future Comprehensive Plan that was adopted in 2013, as COMMERCIAL. According to Policy 1.3.2 of the Land Use chapter, the current R2 zoning is not consistent with the COMMERCIAL FLUM designation. The proposal to rezone the lots to GC, according to Policy 1.3.2, is consistent with the COMMERCIAL FLUM designation. In accordance with Policy 2.11 of the Land Use chapter, the applicant intends to contact the five property owners on the adjacent R1 zoned lots to the west.

Rezoning the subject property to GC is comparable to the zoning pattern on the east side off 15th Avenue East as well as with the general pattern in the vicinity. Although the adjacent property to the south of the subject lots is currently zoned R2, it's FLUM designation is also COMMERCIAL. As of the time of this staff report, no comments from the adjacent property owner to the south have been received City Community Development staff.

According to Table 8-1: Required Landscape Depth, as found in Article 39.08: Landscaping and Screening Standards in the City of Dickinson Zoning Ordinance, 10-feet of landscaping will be required along 15th Avenue East and along Carroll Street. A list of landscaping materials and installation standards are also found in Article 39.08.

According to Section 39.08.005: Bufferyard Provisions, as found in the City of Dickinson Zoning Ordinance, whomever owns, develops and/or operates uses on the subject lots will be required to install and maintain a 30-foot-wide landscaped buffer-yard along the western and southern portions of the subject lots. According to Section 39.08.006: Screening Standards, a six-foot

opaque barrier shall be provided that visually screens the development on the subject lots from the adjacently zoned properties to the west and to the south.

Public Input: As of the date of this report, City staff has not received any public comments.

Staff Recommendation: The City Community Development Team staff recommends approval of REZ-006-2024.

MOTIONS:

*****Approval*****

"I move the City of Dickinson Planning and Zoning Commission recommend approval of **REZ-006-2024** *as being consistent with the City of Dickinson Comprehensive Plan and as being compliant with the City of Dickinson Zoning Ordinance and also being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

*****Denial*****

"I move the Dickinson Planning and Zoning Commission recommend Denial of **REZ-006-2024** *as NOT being consistent with the City of Dickinson Comprehensive Plan and as not being compliant with the City of Dickinson Zoning Ordinance and as being contrary to interest of the public health, safety and welfare."*

ATTACHMENTS

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE EXTRATERRITORIAL ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: That the City of Dickinson Zoning Map as provided in the City Code Section 39.04.006, designating the area and boundaries of the "R2" and "GC" zoning districts within the extraterritorial zone jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone a parcel from Medium Density Residential (R2) to General Commercial (GC) described as follows:

   Lots 3 and 4, Block 3 of Fisher East Side Addition, Second Subdivision, City of Dickinson, Stark County, North Dakota

Section 2: **Repeal of Ordinances in Conflict.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: **Severability.** In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: **Effective Date:** This Ordinance shall be in full force and effect form and after final passage.

_____
Scott Decker, President
Board of City Commissioners

ATTEST

_____
Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024
Final Passage: _____, 2024

STAFF REPORT

To: Planning and Zoning Commission
From: City of Dickinson Community Development Team
Date: August 14, 2024
Re: **ZTA-003-2024 Chapter 39 – Fence Permit**

APPLICANT
Name: City of Dickinson Community Development
Address: 38 1st Street West
City: Dickinson ND 58601

Public Hearing	August 14, 2024	Planning and Zoning Commission
Public Hearing	August 20, 2024	City Commission
Final Consideration	September 3, 2024	City Commission

EXECUTIVE SUMMARY

City of Dickinson Community Development staff recommends approval of the proposed Chapter 39 – Fence Permit Text Amendment

CONTEXT

Background – City staff would like to clarify the need for fence permits within section 39.07.005 Fence Regulations.

Analysis - The primary features of the proposed amendments are as follow:

- Add section A. permit required
  - No fence shall be erected, moved, added to, or structurally altered without a fence permit obtained from the City.
- Update section D. to Building Official or his/her designee
  - Current code lists planning director
  - Building Department has historically been in charge of fence matters

Attachment A includes the proposed zoning ordinance text amendments.

PUBLIC INPUT

As of the date of this report, City staff has not received any public comments.

STAFF FINDINGS – Fence permit currently required through 39.12.006 which states that no building or other structure shall be erected, moved, added to, or structurally altered without a permit therefore, issued by the Building Official.

City staff feels it will beneficial to citizens of Dickinson to have this clearly listed with the fence regulations as well.

Based upon those finding, staff would recommend approval of this amendment.

Attachments:

- A – Proposed Zoning Ordinance Text Amendments. (proposed changes highlighted)

Section 39.07.005 Fence Regulations

a. Permit Required

No fence shall be erected, moved, added to, or structurally altered without a fence permit obtained from the City.

b. Location Restriction

Unless otherwise provided by this title or other sections of the Dickinson Municipal Code, no fence shall be built on any lot or tract outside the surveyed lot lines, or tract outside the surveyed lot lines.

c. Sight Obstruction

No solid fence permitted or required by this title or other sections of the Dickinson Municipal Code shall be built in any manner which creates a traffic hazard or obstructs visibility. Vision clearance zones set forth by Section 39.07.002(d) shall be maintained.

d. Residential Fences

Fences constructed within residential districts or on land used for residential purposes are subject to the following provisions.

1. Height: The maximum height of a fence within a required front yard or street side yard setback shall be four feet. The maximum height for any fence outside of a required front yard shall be 6.5 feet. Fences on corner and double frontage lots must have a front yard and street setback, as determined by the Building Official or his/her designee.
2. Materials: Fences shall be constructed of wood, chain-link, PVC / resin, stone or masonry materials only. Barbed wire and / or electrified fences are not permitted, and are defined as any fence that includes in its material barbs, razors, electric current or other features specifically designed to injure or abrade an individual or animal who attempts to negotiate the fence.

e. Other Fences

Fences constructed in commercial and industrial districts are subject to the following special provisions.

1. The maximum height of a fence for any permitted use in any nonresidential zoning district shall be 6.5 feet.
2. Civic Uses in Residential Districts: The maximum height of fences installed as part of Primary and Secondary Educational Facilities or Park and Recreation Use Types within Residential Zoning Districts shall be eight feet.
3. The Board of Adjustment may approve greater fence heights on a case-by-case basis if it concludes that such permission furthers the health, safety, and welfare of the residents of the City of Dickinson.
4. Barbed wire may be used in the construction of perimeter security fencing in an industrial district or for municipal facilities provided that the bottom strand of the wire shall be at least six feet above ground level. Barbed wire may be constructed for agricultural purposes in an AG District. Electrified fences are permitted only within the AG zoning district.

f. Existing Fences

Any existing fence lawfully built before the effective date of this Ordinance may remain in place without change. Any replacement or change of such fence shall meet the requirements of this section. (Ord. No. 1171 § 1. Ord. No. 1604§ 9)

MOTIONS:

*****Approval*****

I move the City of Dickinson Planning and Zoning Commission recommend Approval of the proposed Chapter 39 – Fence Permit zoning text amendments as being compliant with the City of Dickinson Comprehensive Plan and consistent with Chapter 39 of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the proposed Chapter 39 – Fence Permit zoning text amendments as NOT as being compliant with either the City of Dickinson Comprehensive Plan and not being consistent with the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTIONS 39.07.005 OF ARTICLE 39, RELATING TO FENCING REGULATIONS

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

SECTION 1: Section 39.07.005 of Article 39 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.07.005 Fence Regulations

a. Permit Required

No fence shall be erected, moved, added to, or structurally altered without a fence permit obtained from the City.

b. Location Restriction

Unless otherwise provided by this title or other sections of the Dickinson Municipal Code, no fence shall be built on any lot or tract outside the surveyed lot lines, or tract outside the surveyed lot lines.

c. Sight Obstruction

No solid fence permitted or required by this title or other sections of the Dickinson Municipal Code shall be built in any manner which creates a traffic hazard or obstructs visibility. Vision clearance zones set forth by Section 39.07.002(d) shall be maintained.

d. Residential Fences

Fences constructed within residential districts or on land used for residential purposes are subject to the following provisions.

1. Height: The maximum height of a fence within a required front yard or street side yard setback shall be four feet. The maximum height for any fence outside of a required front yard shall be 6.5 feet. Fences on corner and double frontage lots must have a front yard and street setback, as determined by the Building Official or his/her designee.
2. Materials: Fences shall be constructed of wood, chain-link, PVC / resin, stone or masonry materials only. Barbed wire and / or electrified fences are not permitted, and are defined as any fence that includes in its material barbs, razors, electric current or other features specifically designed to injure or abrade an individual or animal who attempts to negotiate the fence.

e. Other Fences

Fences constructed in commercial and industrial districts are subject to the following special provisions.

1. The maximum height of a fence for any permitted use in any nonresidential zoning district shall be 6.5 feet.
2. Civic Uses in Residential Districts: The maximum height of fences installed as part of Primary and Secondary Educational Facilities or Park and Recreation Use Types within Residential Zoning Districts shall be eight feet.
3. The Board of Adjustment may approve greater fence heights on a case-by-case basis if it concludes that such permission furthers the health, safety, and welfare of the residents of the City of Dickinson.
4. Barbed wire may be used in the construction of perimeter security fencing in an

industrial district or for municipal facilities provided that the bottom strand of the wire shall be at least six feet above ground level. Barbed wire may be constructed for agricultural purposes in an AG District. Electrified fences are permitted only within the AG zoning district.

f. Existing Fences

Any existing fence lawfully built before the effective date of this Ordinance may remain in place without change. Any replacement or change of such fence shall meet the requirements of this section. (Ord. No. 1171 § 1. Ord. No. 1604§ 9)

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

_____

Scott Decker, President
Board of City Commissioners

ATTEST

_____

Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024
Final Passage: _____, 2024

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTIONS 39.07.005 OF ARTICLE 39, RELATING TO FENCING REGULATIONS

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

SECTION 1: Section 39.07.005 of Article 39 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.07.005 Fence Regulations

a. Permit Required

No fence shall be erected, moved, added to, or structurally altered without a fence permit obtained from the City.

~~a.~~b. Location Restriction

Unless otherwise provided by this title or other sections of the Dickinson Municipal Code, no fence shall be built on any lot or tract outside the surveyed lot lines, or tract outside the surveyed lot lines.

~~b.~~c. Sight Obstruction

No solid fence permitted or required by this title or other sections of the Dickinson Municipal Code shall be built in any manner which creates a traffic hazard or obstructs visibility. Vision clearance zones set forth by Section 39.07.002(d) shall be maintained.

~~c.~~d. Residential Fences

Fences constructed within residential districts or on land used for residential purposes are subject to the following provisions.

1. Height: The maximum height of a fence within a required front yard or street side yard setback shall be four feet. The maximum height for any fence outside of a required front yard shall be 6.5 feet. Fences on corner and double frontage lots must have a front yard and street setback, as determined by the ~~Planning Director~~Building Official or his/her designee.
2. Materials: Fences shall be constructed of wood, chain-link, PVC / resin, stone or masonry materials only. Barbed wire and / or electrified fences are not permitted, and are defined as any fence that includes in its material barbs, razors, electric current or other features specifically designed to injure or abrade an individual or animal who attempts to negotiate the fence.

~~d.~~e. Other Fences

Fences constructed in commercial and industrial districts are subject to the following special provisions.

1. The maximum height of a fence for any permitted use in any nonresidential zoning district shall be 6.5 feet.
2. Civic Uses in Residential Districts: The maximum height of fences installed as part of Primary and Secondary Educational Facilities or Park and Recreation Use Types within Residential Zoning Districts shall be eight feet.
3. The Board of Adjustment may approve greater fence heights on a case-by-case basis if it concludes that such permission furthers the health, safety, and welfare of the residents of the City of Dickinson.

4. Barbed wire may be used in the construction of perimeter security fencing in an industrial district or for municipal facilities provided that the bottom strand of the wire shall be at least six feet above ground level. Barbed wire may be constructed for agricultural purposes in an AG District. Electrified fences are permitted only within the AG zoning district.

~~e.~~**f. Existing Fences**

Any existing fence lawfully built before the effective date of this Ordinance may remain in place without change. Any replacement or change of such fence shall meet the requirements of this section. (Ord. No. 1171 § 1. Ord. No. 1604§ 9)

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

_____

Scott Decker, President
Board of City Commissioners

ATTEST

_____

Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024
Final Passage: _____, 2024

STAFF REPORT

To: Planning and Zoning Commission
From: City of Dickinson Community Development Team
Date: August 14, 2024
Re: **ZTA-002-2024 Chapter 39 – Accessory Structures**

APPLICANT
Name: City of Dickinson Community Development
Address: 38 1st Street West
City: Dickinson ND 58601

Public Hearing	August 14, 2024	Planning and Zoning Commission
Public Hearing	August 20, 2024	City Commission
Final Consideration	September 3, 2024	City Commission

EXECUTIVE SUMMARY

City of Dickinson Community Development staff recommends approval of the proposed Chapter 39 – Accessory Structures Text Amendment

CONTEXT

Background – March 11, 2024 – Building Official for the City of Dickinson requested that the Board of Adjustment consider a change in the allowable size of detached structures. Many detached structures exceeding the current allowable 1200 sq. ft. have been approved by the board.

Analysis - The primary features of the proposed amendments are as follow:

- Update allowable detached structure size to 1800 sq. ft.
  - Current code allows 1200 sq. ft.
- Update total area to be increased by 350 sq. ft. for each additional half acre of land area above one acre
  - Current code allows a 250 sq. ft. increase for each additional half acre of land area above one acre

Attachment A includes the proposed zoning ordinance text amendments.

PUBLIC INPUT

As of the date of this report, City staff has not received any public comments.

STAFF FINDINGS - Staff finds that the 1800 sq. ft. has been historically approved by the City of Dickinson Board of Adjustment

Based upon those finding, staff would recommend approval of this amendment.

Attachments:

- A – Proposed Zoning Ordinance Text Amendments. (proposed change highlighted – Note 7)
-

Section 39.04.005 Development Regulations

For each Zoning District: Purposes are set forth in Table 4-1, Permitted Uses are set forth in Table 4-2, and Site Development Regulations are presented in Table 4-3.
Supplemental Regulations may affect specific land uses or development regulations in each zoning district. The applicable Supplemental Regulations are noted in Table 4-2. (Ord. No. 1171 § 1.)

Table 4-1 Purposes of Zoning District

Symbol	Title	Purpose
AG	Agricultural District	The AG District provides for and preserves the agricultural and rural use of land, while accommodating very low density residential development generally associated with agricultural uses. This district is designed to maintain complete agricultural uses within the Dickinson extra-territorial jurisdiction.
RR	Rural Residential	This district provides for the rural residential use of land, accommodating very low and low density residential environments. The district's regulations assure that density is developed consistent with: land use policies of the Dickinson Comprehensive Plan regarding rural subdivision; levels of infrastructure; and environmentally sensitive development practices. The district also accommodates developments that merge urban living with rural life.
R-1	Low-Density Residential	This district is intended to provide for low-density residential neighborhoods, characterized by single-family dwellings on relatively large lots with supporting community facilities and urban services. Its regulations are intended to

		minimize traffic congestion and to assure that density is consistent with the carrying capacity of infrastructure.
R-2	Medium-Density Residential	This district is intended to provide for medium-density residential neighborhoods, characterized by single-family dwellings on small to moderately sized lots and low-density, multiple-family development. It adapts to both established and developing neighborhoods, as well as transitional areas between single-family and multi-family neighborhoods. Its regulations are intended to minimize traffic congestion and to assure that density is consistent with the carrying capacity of infrastructure.
R-3	High-Density Residential	This district is intended to provide locations primarily for multiple-family housing, with supporting and appropriate community facilities. It also permits some non-residential uses such as offices through a special permit procedure, to permit the development of mixed use neighborhoods.
MH	Mobile Home Residential	This district recognizes that mobile home development, properly planned, can provide important opportunities for affordable housing. It provides opportunities for mobile home development within planned parks or subdivision, along with the supporting services necessary to create quality residential neighborhoods.
LC	Limited Commercial	This district reserves appropriately located area for office development and a limited variety of low-impact commercial facilities which serve the needs of residents of surrounding residential communities. The commercial and office uses permitted are compatible with nearby residential areas. Development regulations are designed to ensure compatibility in size, scale, and landscaping with nearby residences.
CC	Community Commercial	This district is intended for commercial facilities which serve the needs of markets ranging from several neighborhoods to the overall region. While allowed commercial and office uses are generally compatible with nearby residential areas, traffic and operating characteristics may have more negative effects on residential neighborhoods than those permitted in the LC District. CC Districts are appropriate at major intersections, at the junction of several neighborhoods, or at substantial commercial sub-centers. Outdoor storage shall be limited and screened.

DC	Downtown Commercial District	This district is intended to provide appropriate development regulations for Downtown Dickinson. Mixed uses are permitted within the DC District and are encouraged in multi-story structures. The grouping of uses is designed to strengthen the town center's role as a center for trade, service, and civic life.
GC	General Commercial	This district accommodates a variety of commercial uses, some of which have significant traffic or visual effect. These districts may include commercial uses which are oriented to services, including automotive services, rather than retail activities. These uses may create land use conflicts with adjacent residential areas, requiring provision of adequate buffering. This district is most appropriately located along major arterial streets or in areas that can be adequately buffered from residential districts.
LI	Limited Industrial	This district is intended to reserve sites appropriate for the location of industrial uses with relatively limited environmental effects. The district is designed to provide appropriate space and regulations to encourage good quality industrial development, while assuring that facilities are served with adequate parking and loading facilities.
GI	General Industrial	This district is intended to accommodate a wide variety of industrial uses, some of which may have significant external effects. These uses may have operating characteristics that create conflicts with lower-intensity surrounding land uses. The district provides the reservation of land for these activities and includes buffering requirements to reduce incompatibility.
P	Public	This district accommodates substantial public institutions or uses. It sets aside areas for conservation, public recreation, and full access public facilities.

ZONING DISTRICT REGULATIONS

Table 4-2 Permitted Uses by Zoning Districts

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Agricultural Uses														
Horticulture	P	P			S		P	P		P	P	P	P	39.06.002a
Crop Production	P	P											P	39.06.002a
Type I Animal Production	P	S												39.06.002c
Type II Animal Production	S													
Type III Animal Production	S													
Livestock Sales	S										S	S		
Residential Uses														
Single-Family Detached	P	P	P	P	P	P	S							
Single-Family Attached				P	P	P	S							39.06.003b
Duplex	P			P	P		S							
Townhouse	P			P	P		S		P					39.06.003c
Multiple Family				P	P		S		P					
Downtown Residential									P					39.06.003d
Mobile Home Park						S								39.06.003e
Mobile Home Subdivision						S								39.06.003f
Manufactured Housing Residential	P	P	P	P	P	P	S							
Retirement Residential	S		S	P	P		S		S					
Home Occupations	S	S	S	S	S	S			S					39.06.008a
Accessory Structure	P	P	P	P	P	P	P	P	P	P	P	P	P	Note 8
Accessory Dwelling Units Commercial							P	P		P				Note: Subject to approval in Accordance with Section 39.06.010 B

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Accessory Dwelling Units Residential	P	P		P	P	P								Note: Subject to approval in Accordance with Section 39.06.010 A
Civic Uses														
Cemetery	P	S	S	S									S	
Clubs	S	S	S	S	S	S	S	P	P	P				39.06.004a
College/ University													P	
Convalescent Services	S	S		S	S	S	P	P	P	P				
Cultural Services		S	S	S	P	P	P	P	P	P	P		P	
Day Care (Family)	P	P	P	P	P	P	P	P	P	P	S			39.03.005g
Day Care (Group)	S	S	S	S	P	S	P	P	P	P	S			39.03.005h
Detention Facilities	S								S	S	S		S	
Emergency Residential	P	P	P	P	P	P	P	P	P	S	S			
Golf Courses (Public)	S	S	S	S	S	S							P	
Government Offices							P	P	P	P	P		P	
Group Care Facility	S	S	S	S	P	S	P	P	P	P				36.06.004c
Group Home	P	P	P	P	P	P	P	P	P	P				36.06.004c
Group Living Facility					S	S	S	S	S	S				36.06.004
Guidance Services					P		P	P	P	P	P	P		
Hospitals					S		P	P	P	P	S		S	
Health Care	S	S			S		P	P	P	P	P	P	S	
Libraries (Public)							P	P	P	P			S	
Maintenance Facilities	S	S						S		P	P	P	S	
Park and Recreation	P	P	P	P	P	P	P	P	P	P	P	P	P	
Postal Facilities							P	P	P	P	P	P	P	

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Primary Education	S	P	P	P	P	P	P	P	P	S			P	
Public Assembly							S	S	P	P			P	
Religious Assembly	P	P	P	P	P	P	P	P	P	P	S			
Columbarium Associated with Religious Assembly (Indoor/Outdoor)	S	S	S	S	S	S	S	S	S	S	S			
Safety Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
Secondary Education													P	
Sports Facilities, Field, and Arenas (Public)													P	
Utilities	S	S	S	S	S	S	S	P	P	P	P	P	S	
Office Uses														
General Offices	S				S		P	P	P	P	P	P		
Financial Services					S		P	P	P	P	P	P		
Medical Offices					S		P	P	P	P	P	S		
Commercial Uses														
Ag Sales/Services	S							S		P	P	P		
Auto Rental/Sales								S	S	P				39.06.005c
Auto Services							S	P	S	P	P	P		39.06.005a,b
Body Repair								S		P	P	P		39.06.005a
Equipment Rental/Sales										P	P	P		39.06.005c
Equipment Repair										P	P	P		39.06.005a
Veh. Storage (Short-Term)										P	P	P		
Bed and Breakfast	P	S		S	P		P	P	P	P				39.06.005d
Business Support Services							P	P	P	P	P	P		
Business/Trade School								P	P	P	P			
Campground	S					S				S				

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Cocktail Lounge								P	P	P				
Commercial Recreation (Indoor)	S						S	P	P	P	P			
Commercial Recreation (Outdoor)	S								S	P	P	P	S	
Communication Service							P	P	P	P	P	P		
Construction Sale/Service								S		P	P	P		
Consumer Service							P	P	P	P	P			
Convenience Storage	S				S	S	S	S		S	P	P		39.06.005f
Crematorium										S	S	P		
Microbrewery pub and distillery								P	P	P				
Food Sales (Convenience)							S	P	P	P	P	P		
Food Sales (Limited)							P	P	P	P				
Food Sales (General)							S	P	P	P				
Funeral Service					S		P	P		P				
Columbarium (Outdoor)					S		S	S		S				
Limited Retail Services							P	P	P	P				
Gaming Facility								S	S	P				
General Retail Services								P	P	P				
Kennels	P	S								S	P	P		
Laundry Services								S	S	P	P	P		
Liquor Sales		S					P	P	P	P				
Lodging								P	P	P	S			
Personal Improvement					S		P	P	P	P	P	P		
Personal Services					S		P	P	P	P	P	P		
Pet Day Care	P	S	S	S	S		P	P	P	P	P	P		39.03.019y
Pet Services	S						P	P	P	P				
Research Services							P	P	P	P	P	P		
Residential-Commercial							P	P	P	P				

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Restaurants (Drive-In)							S	P	S	P	S	S		
Restaurants (General)	P						P	P	P	P	S	S		
Stables	P	S										S		
Surplus Sales	S								S	P	P			
Trade Services	S							P	S	P	P			
Vehicle Storage										S	P			
Veterinary Services	S	S					S	S	S	P	P			
Parking Uses														
Off-Street Parking			S	S	S		S	S	P	P	P	P		
Parking Structure								S	S	S	P			
Industrial Uses														
Adult Entertainment Center											S	S		Ch.3
Custom Manufacturing								S	S	P	P	P		
Light Industry											P	P		
General Industry												P		
Heavy Industry												S		
Oil Wells	S											S		
Resource Extraction	S											S		
Salvage Services and Yards, Junk Yards												P		39.06.006a
Vehicle Storage (Long-term)											P	P		
Warehousing (Open)											P	P		
Warehousing (Closed)									S	P	P	P		
Construction Yards										S	P	P		
Recycling Collection								S		P	P	P		
Recycling Processing											P	P		
Grain Elevators												S		

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Petroleum Storage/Sales	S											S		
Stockyards	S											S		
Toxic Gaseous Storage	S											S		Note 9
Dairy Plant										S	S	P		
Transportation Uses														
Aviation	P											P		
Railroad Facilities	S								S	S	P	P		
Truck Terminal										S	S	P		
Transportation Terminal	S							S	S	S	P	P		
Miscellaneous Uses														
Communications Tower	S	S	S	S	S	S		S	S		S	S		
Amateur Radio Tower	P	P	P	P	P	P	P	P	P	P	P	P		
Construction Batch Plant											S	P		
WECS	P	P	S	S	S	S	S	S	S	S	S	P		
Landfill (Inert)	S	S										S		
Landfill (Municipal, Industrial or Special Waste)	S												S	
Alternative Energy Production Devices	P	P	S	S	S	S		S	S		S	P		
Motorized Sports	S										S	S		Note 10

*Note: Provisions of Sections 39.06.008 through 39.06.009 apply to all use types

P = Uses Permitted by Right
S = Uses Permitted by Special Permit
Blank = Use Not Permitted

ZONING DISTRICT REGULATIONS

Table 4-3a Summary of Site Development Regulations

Regulator	AG	RR	R-1	R-2	R-3*
Minimum Lot Area (square feet)	5 acres	1 Acre	7,500	7,000	7,000

		(Note 1)*			
Minimum Lot Width (feet)	300	100			
Single-Family Detached			60	50	50
Single-Family Attached			45	45	45
Other Residential			60	75 (Note 3)	75 (Note 3)
Site Area per Housing Unit (square feet)					
Single-Family Detached	5 Acres	1 Acre	7,500	7,000	7,000
Single-Family Attached				4,000	4,000
Duplex				10,000	10,000
Townhouse or multi-family up to 4 units				7,000 for the first unit and 3,000 thereafter (Note 6)	7,000 for the first unit and 3,000 thereafter
Each additional multi-family unit over 4 units					7,000 for the first unit, 3,000 for the next three units and 1,000 thereafter
Retirement Residential	(Note 10)		(Note 10)	(Note 10)	(Note 10)
Front Yard Arterial Streets	50	40	25	25	25
Other Streets	50	40	25	25	25
Street Side Yard	15	15	15	15	15
Interior Side Yard	15	15	6	6 (Note 2)	6 (Note 2)
Rear Yard	50	25	20	20 (Note 5)	20 (Note 5)
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60
Maximum Building Coverage	NA	25%	40%	60%	70%
Maximum Impervious Coverage	NA	35%	50%	65%	75%
Floor Area Ratio	NA	NA	NA	NA	

- Notes Accompanying This Table Appear after Table 4-3c

ZONING DISTRICT REGULATIONS

Table 4-3b Summary of Site Development Regulations

Regulator	MH	LC*	CC*	DC	GC*
Minimum Lot Area (square feet)		5,000	12,000	None	12,000
Minimum Lot Width (feet)		50	100	NA	100
Site Area per Housing Unit (square feet)		Same as R-3	NA	500	NA
Minimum Yards (feet)					
Front Yard		20	20	0	20
Street Side Yard		20	10	0	10
Interior Side Yard		10	0	0	0
Rear Yard		20	0	0	0
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60
Maximum Building Coverage		50%	60%	100%	70%
Maximum Impervious Coverage		70% (Note 10)	80%	100% (Note 10)	90%

*Uses in the R-3, LC, CC, GC, LI, and GI Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS

Table 4-3c Summary of Site Development Regulations

Regulator	LI*	GI*	P* (Note 15, Note 16)
Minimum Lot Area (square feet)	10,000	10,000	N/A
Minimum Lot Width (feet)	100	100	N/A
Site Area per Housing Unit (square feet)	N/A	N/A	N/A
Minimum Yards (feet)			
Front Yard	20	20	None except when abutting a residential zoning district; in which case the front yard setback to a building or parking area shall be the required setback of the abutting residential district
Street Side Yard	20	20	None except when abutting a residential zoning district; in which case the side yard setback to a building or parking area is 10 feet. The required side yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Interior Side Yard	10	10	None except when abutting a residential zoning

			district; in which case the side yard setback to a building or parking area is 10 feet. The required side yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Rear Yard	20	20	None except when abutting a residential zoning district; in which case the rear yard setback to a building or parking area is 10 feet. The required rear yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Maximum Height (feet)	SUP in excess of 60 feet	SUP in excess of 60 feet	45 feet if abutting a zoning district with a maximum height of 45 feet or less. If the abutting zoning district allows buildings taller than 45 feet, the height of the abutting zone may be applied in the Public zoning district. If a setback of 100 feet can be provided the building height may be a maximum of 65 feet. Building heights greater than 65 feet require approval of a Special Use Permit.
Maximum Building Coverage	70%	85%	70%
Maximum Impervious Coverage	90%	100%	90%
Floor Area Ratio	1.0	2.0	

*Uses in the R-3, LC, CC, GC, LI, GI and P Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS
Notes to Preceding Pages: Tables 4-2 and 4-3

Note 1:

Rural Residential development situated within one of the designated rural development areas of the Comprehensive Plan may occur on minimum lot sizes below 1.0 acres, if such development is approved by the City as a Conservation Subdivision, designed in conformance with the Comprehensive Plan, to ensure compatible installation of infrastructure and sanitary waste collection systems in the future.

Note 2:

Six feet for single-story construction, one foot for each 4 feet for any building over 24 feet in height. See Section 39.06.003 for supplemental regulations governing single-family attached and townhouse residential use types.

Note 3:

See Section 39.06.003 for supplemental regulations regarding modifications of lot width for townhouse residential use type.

Note 4:

Height limit for residential structures. 65 feet for other permitted uses.

Note 5:

Setback ten feet for single-story construction, five feet for each additional story.

Note 6:

The 3,000 square feet per townhouse unit applies for up to 10 units in townhouse developments in the R-2 district.

Note 7:

All allowable accessory buildings to a residence shall be limited to a maximum of one thousand eight hundred feet (1,800) and for a maximum of three (3) detached structures for the first one acre or less. The total area of all accessory buildings may be increased by 350 square feet for each additional half (.5) acre of land area above one acre, but in no case shall the total exceed 30 percent lot coverage. Accessory buildings shall include the following: barns, stable, storage buildings, and detached personal vehicle garages.

Note 8:

Toxic Gaseous Storage: Storage facilities of toxic gaseous, materials, tanks/or bulk facilities shall not be built within (2) two miles of any residential subdivision or within (1) mile of any building for human occupancy generally, unless approved by a special use permit after a finding that storage will not pose a potential public health hazard.

Note 9:

(1) Adequate direct road access to the site is provided with such access designed to minimize traffic congestion; and
(2) Sufficient off-street parking areas are provided in conformance with Article 39.09, Table 9-1; and
(3) The site is located at least one (1) mile from any residentially zoned area.

Note 10:

Density for Retirement Residential is 7,000 square feet for 4 units and 1,000 square feet for each additional unit.

Note 11:

Attached garages shall not exceed the total square footage and height of the residence.

Note 12:

Detached structures shall not exceed the height of fifteen (15) feet or the height of the primary residence, whichever is less, unless the detached structure is setback from the side and rear property line a minimum of two (2) horizontal feet for every one (1) foot in height exceeding the maximum height of the structure in residential districts.

Note 13:

Accessory structures larger than two hundred and fifty (250) square feet shall be constructed with similar materials of the primary residence or building in residential and commercial zoning districts.

Note 14:

Residential Use in multi-story structures in the DC zoning district, as well as family and group cares, emergency residential, group care, group home, religious assembly, and bed and breakfast uses will be located in the floor or floors above commercial uses.

Note 15:

In addition to the off street parking requirements in Article 39.09, parking and loading areas in the P zoning district abutting or directly across the street from a residential zoning district shall be set back the minimum front yard setback of the adjacent residential district.

Note 16:

All service, repair, processing or storage on property abutting or across the street from a residential zoning district shall be contained wholly within an enclosed building unless screened from residential zoning by a site-obstructing fence or wall

MOTIONS:

*****Approval*****

I move the City of Dickinson Planning and Zoning Commission recommend Approval of the proposed Chapter 39 – Accessory Structures zoning text amendments as being compliant with the City of Dickinson Comprehensive Plan and consistent with Chapter 39 of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the proposed Chapter 39 – Accessory Structures zoning text amendments as NOT as being compliant with either the City of Dickinson Comprehensive Plan and not being consistent with the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTIONS 39.04.005 OF ARTICLE 39, RELATING TO DEVELOPMENT REGULATIONS

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: Section 39.04.005 of Article 39 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.04.005 Development Regulations

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ZONING DISTRICT REGULATIONS

Table 4-2 Permitted Uses by Zoning Districts

Use Types	**AG**	**RR**	**R-1**	**R-2**	**R-3**	**MH**	**LC**	**CC**	**DC (14)**	**GC**	**LI**	**GI**	**P**	**Add'l Reg.**
Agricultural Uses														
Horticulture	P	P			S		P	P		P	P	P	P	39.06. 002a
Crop Production	P	P											P	39.06. 002a
Type I Animal Production	P	S												39.06. 002c
Type II Animal Production	S													
Type III Animal Production	S													
Livestock Sales	S										S	S		
Residential Uses														
Single-Family Detached	P	P	P	P	P	P	S							
Single-Family Attached				P	P	P	S							39.06. 003b
Duplex	P			P	P		S							
Townhouse	P			P	P		S		P					39.06. 003c
Multiple Family				P	P		S		P					
Downtown Residential									P					39.06. 003d
Mobile Home Park						S								39.06. 003e
Mobile Home Subdivision						S								39.06. 003f
Manufactured Housing Residential	P	P	P	P	P	P	S							
Retirement Residential	S		S	P	P		S		S					
Home Occupations	S	S	S	S	S	S			S					39.06. 008a
Accessory Structure	P	P	P	P	P	P	P	P	P	P	P	P	P	Note 8
Accessory Dwelling Units Commercial							P	P		P				Note: Subject to approval in

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
														Accordance with Section 39.06.010 B
Accessory Dwelling Units Residential	P	P		P	P	P								Note: Subject to approval in Accordance with Section 39.06.010 A
Civic Uses														
Cemetery	P	S	S	S									S	
Clubs	S	S	S	S	S	S	S	P	P	P				39.06. 004a
College/ University													P	
Convalescent Services	S	S		S	S	S	P	P	P	P				
Cultural Services		S	S	S	P	P	P	P	P	P	P		P	
Day Care (Family)	P	P	P	P	P	P	P	P	P	P	S			39.03. 005g
Day Care (Group)	S	S	S	S	P	S	P	P	P	P	S			39.03. 005h
Detention Facilities	S								S	S	S		S	
Emergency Residential	P	P	P	P	P	P	P	P	P	S	S			
Golf Courses (Public)	S	S	S	S	S	S							P	
Government Offices							P	P	P	P	P		P	
Group Care Facility	S	S	S	S	P	S	P	P	P	P				36.06. 004c
Group Home	P	P	P	P	P	P	P	P	P	P				36.06. 004c
Group Living Facility					S	S	S	S	S	S				36.06. 004
Guidance Services					P		P	P	P	P	P	P		
Hospitals					S		P	P	P	P	S		S	
Health Care	S	S			S		P	P	P	P	P	P	S	

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Libraries (Public)							P	P	P	P			S	
Maintenance Facilities	S	S						S		P	P	P	S	
Park and Recreation	P	P	P	P	P	P	P	P	P	P	P	P	P	
Postal Facilities							P	P	P	P	P	P	P	
Primary Education	S	P	P	P	P	P	P	P	P	S			P	
Public Assembly							S	S	P	P			P	
Religious Assembly	P	P	P	P	P	P	P	P	P	P	S			
Columbarium Associated with Religious Assembly (Indoor/Outdoor)	S	S	S	S	S	S	S	S	S	S	S			
Safety Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
Secondary Education													P	
Sports Facilities, Field, and Arenas (Public)													P	
Utilities	S	S	S	S	S	S	S	P	P	P	P	P	S	
Office Uses														
General Offices	S				S		P	P	P	P	P	P		
Financial Services					S		P	P	P	P	P	P		
Medical Offices					S		P	P	P	P	P	S		
Commercial Uses														
Ag Sales/Services	S							S		P	P	P		
Auto Rental/Sales								S	S	P				39.06. 005c
Auto Services							S	P	S	P	P	P		39.06. 005a,b
Body Repair								S		P	P	P		39.06. 005a

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Equipment Rental/Sales										P	P	P		39.06. 005c
Equipment Repair										P	P	P		39.06. 005a
Veh. Storage (Short-Term)										P	P	P		
Bed and Breakfast	P	S		S	P		P	P	P	P				39.06. 005d
Business Support Services							P	P	P	P	P	P		
Business/Trade School								P	P	P	P			
Campground	S					S				S				
Cocktail Lounge								P	P	P				
Commercial Recreation (Indoor)	S						S	P	P	P	P			
Commercial Recreation (Outdoor)	S								S	P	P	P	S	
Communication Service							P	P	P	P	P	P		
Construction Sale/Service								S		P	P	P		
Consumer Service							P	P	P	P	P			
Convenience Storage	S				S	S	S	S		S	P	P		39.06. 005f
Crematorium										S	S	P		
Microbrewery pub and distillery								P	P	P				
Food Sales (Convenience)							S	P	P	P	P	P		
Food Sales (Limited)							P	P	P	P				
Food Sales (General)							S	P	P	P				
Funeral Service					S		P	P		P				
Columbarium (Outdoor)					S		S	S		S				
Limited Retail Services							P	P	P	P				
Gaming Facility								S	S	P				

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
General Retail Services								P	P	P				
Kennels	P	S								S	P	P		
Laundry Services								S	S	P	P	P		
Liquor Sales		S					P	P	P	P				
Lodging								P	P	P	S			
Personal Improvement					S		P	P	P	P	P	P		
Personal Services					S		P	P	P	P	P	P		
Pet Day Care	P	S	S	S	S		P	P	P	P	P	P		39.03.019y
Pet Services	S						P	P	P	P				
Research Services							P	P	P	P	P	P		
Residential-Commercial							P	P	P	P				
Restaurants (Drive-In)							S	P	S	P	S	S		
Restaurants (General)	P						P	P	P	P	S	S		
Stables	P	S										S		
Surplus Sales	S								S	P	P			
Trade Services	S							P	S	P	P			
Vehicle Storage										S	P			
Veterinary Services	S	S					S	S	S	P	P			
Parking Uses														
Off-Street Parking			S	S	S		S	S	P	P	P	P		
Parking Structure								S	S	S	P			
Industrial Uses														
Adult Entertainment Center											S	S		Ch.3
Custom Manufacturing								S	S	P	P	P		
Light Industry											P	P		
General Industry												P		

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Heavy Industry												S		
Oil Wells	S											S		
Resource Extraction	S											S		
Salvage Services and Yards, Junk Yards												P		39.06.006a
Vehicle Storage (Long-term)											P	P		
Warehousing (Open)											P	P		
Warehousing (Closed)									S	P	P	P		
Construction Yards										S	P	P		
Recycling Collection								S		P	P	P		
Recycling Processing											P	P		
Grain Elevators												S		
Petroleum Storage/Sales	S											S		
Stockyards	S											S		
Toxic Gaseous Storage	S											S		Note 9
Dairy Plant										S	S	P		
Transportation Uses														
Aviation	P											P		
Railroad Facilities	S								S	S	P	P		
Truck Terminal										S	S	P		
Transportation Terminal	S							S	S	S	P	P		
Miscellaneous Uses														
Communications Tower	S	S	S	S	S	S		S	S		S	S		
Amateur Radio Tower	P	P	P	P	P	P	P	P	P	P	P	P		

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Construction Batch Plant											S	P		
WECS	P	P	S	S	S	S	S	S	S	S	S	P		
Landfill (Inert)	S	S										S		
Landfill (Municipal, Industrial or Special Waste)	S												S	
Alternative Energy Production Devices	P	P	S	S	S	S		S	S		S	P		
Motorized Sports	S										S	S		Note 10

*Note: Provisions of Sections 39.06.008 through 39.06.009 apply to all use types

P = Uses Permitted by Right
S = Uses Permitted by Special Permit
Blank = Use Not Permitted

ZONING DISTRICT REGULATIONS

Table 4-3a Summary of Site Development Regulations

Regulator	AG	RR	R-1	R-2	R-3*
Minimum Lot Area (square feet)	5 acres	1 Acre (Note 1)*	7,500	7,000	7,000
Minimum Lot Width (feet)	300	100			
Single-Family Detached			60	50	50
Single-Family Attached			45	45	45
Other Residential			60	75 (Note 3)	75 (Note 3)
Site Area per Housing Unit (square feet)					
Single-Family Detached	5 Acres	1 Acre	7,500	7,000	7,000
Single-Family Attached				4,000	4,000
Duplex				10,000	10,000
Townhouse or multi-family up to 4 units				7,000 for the first unit and 3,000 thereafter	7,000 for the first unit and

				(Note 6)	3,000 thereafter
Each additional multi-family unit over 4 units					7,000 for the first unit, 3,000 for the next three units and 1,000 thereafter
Retirement Residential	(Note 10)		(Note 10)	(Note 10)	(Note 10)
Front Yard Arterial Streets	50	40	25	25	25
Other Streets	50	40	25	25	25
Street Side Yard	15	15	15	15	15
Interior Side Yard	15	15	6	6 (Note 2)	6 (Note 2)
Rear Yard	50	25	20	20 (Note 5)	20 (Note 5)
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60
Maximum Building Coverage	NA	25%	40%	60%	70%
Maximum Impervious Coverage	NA	35%	50%	65%	75%
Floor Area Ratio	NA	NA	NA	NA	

- Notes Accompanying This Table Appear after Table 4-3c

ZONING DISTRICT REGULATIONS

Table 4-3b Summary of Site Development Regulations

Regulator	**MH**	**LC***	**CC***	**DC**	**GC***
Minimum Lot Area (square feet)		5,000	12,000	None	12,000
Minimum Lot Width (feet)		50	100	NA	100
Site Area per Housing Unit (square feet)		Same as R-3	NA	500	NA
Minimum Yards (feet)					
Front Yard		20	20	0	20
Street Side Yard		20	10	0	10
Interior Side Yard		10	0	0	0
Rear Yard		20	0	0	0
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60

Maximum Building Coverage		50%	60%	100%	70%
Maximum Impervious Coverage		70% (Note 10)	80%	100% (Note 10)	90%

*Uses in the R-3, LC, CC, GC, LI, and GI Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS

Table 4-3c Summary of Site Development Regulations

Regulator	**LI***	**GI***	**P*** (Note 15, Note 16)
Minimum Lot Area (square feet)	10,000	10,000	N/A
Minimum Lot Width (feet)	100	100	N/A
Site Area per Housing Unit (square feet)	N/A	N/A	N/A
Minimum Yards (feet)			
Front Yard	20	20	None except when abutting a residential zoning district; in which case the front yard setback to a building or parking area shall be the required setback of the abutting residential district
Street Side Yard	20	20	None except when abutting a residential zoning district; in which case the side yard setback to a building or parking area is 10 feet. The required side yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Interior Side Yard	10	10	None except when abutting a residential zoning district; in which case the side yard setback to a building or parking area is 10 feet. The required side yard setback shall be increased by one-half foot for each foot that the

			structure exceeds 20 feet in height.
Rear Yard	20	20	None except when abutting a residential zoning district; in which case the rear yard setback to a building or parking area is 10 feet. The required rear yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Maximum Height (feet)	SUP in excess of 60 feet	SUP in excess of 60 feet	45 feet if abutting a zoning district with a maximum height of 45 feet or less. If the abutting zoning district allows buildings taller than 45 feet, the height of the abutting zone may be applied in the Public zoning district. If a setback of 100 feet can be provided the building height may be a maximum of 65 feet. Building heights greater than 65 feet require approval of a Special Use Permit.
Maximum Building Coverage	70%	85%	70%
Maximum Impervious Coverage	90%	100%	90%
Floor Area Ratio	1.0	2.0	

*Uses in the R-3, LC, CC, GC, LI, GI and P Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS
Notes to Preceding Pages: Tables 4-2 and 4-3

Note 1:
Rural Residential development situated within one of the designated rural development areas of the Comprehensive Plan may occur on minimum lot sizes below 1.0 acres, if such development is approved by the City as a Conservation Subdivision, designed in conformance with the

Comprehensive Plan, to ensure compatible installation of infrastructure and sanitary waste collection systems in the future.

Note 2:

Six feet for single-story construction, one foot for each 4 feet for any building over 24 feet in height. See Section 39.06.003 for supplemental regulations governing single-family attached and townhouse residential use types.

Note 3:

See Section 39.06.003 for supplemental regulations regarding modifications of lot width for townhouse residential use type.

Note 4:

Height limit for residential structures. 65 feet for other permitted uses.

Note 5:

Setback ten feet for single-story construction, five feet for each additional story.

Note 6:

The 3,000 square feet per townhouse unit applies for up to 10 units in townhouse developments in the R-2 district.

Note 7:

All allowable accessory buildings to a residence shall be limited to a maximum of one thousand ~~two~~ eight hundred feet (1,~~200~~800) and for a maximum of three (3) detached structures for the first one acre or less. The total area of all accessory buildings may be increased by ~~250~~ 70 square feet for each additional ~~half~~ one-tenth (1/10~~.5~~) acre of land area above one acre, ~~but in no case shall the total exceed 30 percent lot coverage~~. Accessory buildings shall include the following: barns, stable, storage buildings, and detached personal vehicle garages.

Note 8:

Toxic Gaseous Storage: Storage facilities of toxic gaseous, materials, tanks/or bulk facilities shall not be built within (2) two miles of any residential subdivision or within (1) mile of any building for human occupancy generally, unless approved by a special use permit after a finding that storage will not pose a potential public health hazard.

Note 9:

(1) Adequate direct road access to the site is provided with such access designed to minimize traffic congestion; and

(2) Sufficient off-street parking areas are provided in conformance with Article 39.09, Table 9-1; and

(3) The site is located at least one (1) mile from any residentially zoned area.

Note 10:

Density for Retirement Residential is 7,000 square feet for 4 units and 1,000 square feet for each additional unit.

Note 11:

Attached garages shall not exceed the total square footage and height of the residence.

Note 12:

Detached structures shall not exceed the height of fifteen (15) feet or the height of the primary residence, whichever is less, unless the detached structure is setback from the side and rear property line a minimum of two (2) horizontal feet for every one (1) foot in height exceeding the maximum height of the structure in residential districts.

Note 13:

Accessory structures larger than two hundred and fifty (250) square feet shall be constructed with similar materials of the primary residence or building in residential and commercial zoning districts.

Note 14:

Residential Use in multi-story structures in the DC zoning district, as well as family and group cares, emergency residential, group care, group home, religious assembly, and bed and breakfast uses will be located in the floor or floors above commercial uses.

Note 15:

In addition to the off street parking requirements in Article 39.09, parking and loading areas in the P zoning district abutting or directly across the street from a residential zoning district shall be set back the minimum front yard setback of the adjacent residential district.

Note 16:

All service, repair, processing or storage on property abutting or across the street from a residential zoning district shall be contained wholly within an enclosed building unless screened from residential zoning by a site-obstructing fence or wall. (Ord. No. 1171 § 1; Ord. No. 1205, § 1; Ord. 1225 § 2; Ord. 1235 § 1 & 2; Ord. 1244 § 3, Ord. 1423 § 4; Ord. 1437 § 4; Ord. 1475 § 1. Ord. 1604 § 3. Ord. No. 1610 § 3, Ord. No. 1643 § 1, Ord. No. 1650 § 3; Ord. No. 1706 § 3; Ord. No. 1707 § 3; Ord. 1727 § 3; Ord. 1742 § 4; Ord. 1798 § 8)

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

_____

Scott Decker, President
Board of City Commissioners

ATTEST

_____

Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024

Final Passage: _____, 2024

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTIONS 39.04.005 OF ARTICLE 39, RELATING TO DEVELOPMENT REGULATIONS

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: Section 39.04.005 of Article 39 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.04.005 Development Regulations

For each Zoning District: Purposes are set forth in Table 4-1, Permitted Uses are set forth in Table 4-2, and Site Development Regulations are presented in Table 4-3.
Supplemental Regulations may affect specific land uses or development regulations in each zoning district. The applicable Supplemental Regulations are noted in Table 4-2. (Ord. No. 1171 § 1.)

Table 4-1 Purposes of Zoning District

Symbol	Title	Purpose
AG	Agricultural District	The AG District provides for and preserves the agricultural and rural use of land, while accommodating very low density residential development generally associated with agricultural uses. This district is designed to maintain complete agricultural uses within the Dickinson extra-territorial jurisdiction.
RR	Rural Residential	This district provides for the rural residential use of land, accommodating very low and low density residential environments. The district's regulations assure that density is developed consistent with: land use policies of the Dickinson Comprehensive Plan regarding rural subdivision; levels of infrastructure; and environmentally sensitive development practices. The district also accommodates developments that merge urban living with rural life.
R-1	Low-Density Residential	This district is intended to provide for low-density residential neighborhoods, characterized by single-family dwellings on relatively large lots with supporting community facilities and urban services. Its regulations are intended to minimize traffic congestion and to assure that density is consistent with the carrying capacity of infrastructure.
R-2	Medium-Density Residential	This district is intended to provide for medium-density residential neighborhoods, characterized

		by single-family dwellings on small to moderately sized lots and low-density, multiple-family development. It adapts to both established and developing neighborhoods, as well as transitional areas between single-family and multi-family neighborhoods. Its regulations are intended to minimize traffic congestion and to assure that density is consistent with the carrying capacity of infrastructure.
R-3	High-Density Residential	This district is intended to provide locations primarily for multiple-family housing, with supporting and appropriate community facilities. It also permits some non-residential uses such as offices through a special permit procedure, to permit the development of mixed use neighborhoods.
MH	Mobile Home Residential	This district recognizes that mobile home development, properly planned, can provide important opportunities for affordable housing. It provides opportunities for mobile home development within planned parks or subdivision, along with the supporting services necessary to create quality residential neighborhoods.
LC	Limited Commercial	This district reserves appropriately located area for office development and a limited variety of low-impact commercial facilities which serve the needs of residents of surrounding residential communities. The commercial and office uses permitted are compatible with nearby residential areas. Development regulations are designed to ensure compatibility in size, scale, and landscaping with nearby residences.
CC	Community Commercial	This district is intended for commercial facilities which serve the needs of markets ranging from several neighborhoods to the overall region. While allowed commercial and office uses are generally compatible with nearby residential areas, traffic and operating characteristics may have more negative effects on residential neighborhoods than those permitted in the LC District. CC Districts are appropriate at major intersections, at the junction of several neighborhoods, or at substantial commercial sub-centers. Outdoor storage shall be limited and screened.

DC	Downtown Commercial District	This district is intended to provide appropriate development regulations for Downtown Dickinson. Mixed uses are permitted within the DC District and are encouraged in multi-story structures. The grouping of uses is designed to strengthen the town center's role as a center for trade, service, and civic life.
GC	General Commercial	This district accommodates a variety of commercial uses, some of which have significant traffic or visual effect. These districts may include commercial uses which are oriented to services, including automotive services, rather than retail activities. These uses may create land use conflicts with adjacent residential areas, requiring provision of adequate buffering. This district is most appropriately located along major arterial streets or in areas that can be adequately buffered from residential districts.
LI	Limited Industrial	This district is intended to reserve sites appropriate for the location of industrial uses with relatively limited environmental effects. The district is designed to provide appropriate space and regulations to encourage good quality industrial development, while assuring that facilities are served with adequate parking and loading facilities.
GI	General Industrial	This district is intended to accommodate a wide variety of industrial uses, some of which may have significant external effects. These uses may have operating characteristics that create conflicts with lower-intensity surrounding land uses. The district provides the reservation of land for these activities and includes buffering requirements to reduce incompatibility.
P	Public	This district accommodates substantial public institutions or uses. It sets aside areas for conservation, public recreation, and full access public facilities.

ZONING DISTRICT REGULATIONS

Table 4-2 Permitted Uses by Zoning Districts

Use Types	**AG**	**RR**	**R-1**	**R-2**	**R-3**	**MH**	**LC**	**CC**	**DC (14)**	**GC**	**LI**	**GI**	**P**	**Add'l Reg.**
Agricultural Uses														
Horticulture	P	P			S		P	P		P	P	P	P	39.06. 002a
Crop Production	P	P											P	39.06. 002a
Type I Animal Production	P	S												39.06. 002c
Type II Animal Production	S													
Type III Animal Production	S													
Livestock Sales	S										S	S		
Residential Uses														
Single-Family Detached	P	P	P	P	P	P	S							
Single-Family Attached				P	P	P	S							39.06. 003b
Duplex	P			P	P		S							
Townhouse	P			P	P		S		P					39.06. 003c
Multiple Family				P	P		S		P					
Downtown Residential									P					39.06. 003d
Mobile Home Park						S								39.06. 003e
Mobile Home Subdivision						S								39.06. 003f
Manufactured Housing Residential	P	P	P	P	P	P	S							
Retirement Residential	S		S	P	P		S		S					
Home Occupations	S	S	S	S	S	S			S					39.06. 008a
Accessory Structure	P	P	P	P	P	P	P	P	P	P	P	P	P	Note 8
Accessory Dwelling Units Commercial							P	P		P				Note: Subject to approval in

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
														Accordance with Section 39.06.010 B
Accessory Dwelling Units Residential	P	P		P	P	P								Note: Subject to approval in Accordance with Section 39.06.010 A
Civic Uses														
Cemetery	P	S	S	S									S	
Clubs	S	S	S	S	S	S	S	P	P	P				39.06. 004a
College/ University													P	
Convalescent Services	S	S		S	S	S	P	P	P	P				
Cultural Services		S	S	S	P	P	P	P	P	P	P		P	
Day Care (Family)	P	P	P	P	P	P	P	P	P	P	S			39.03. 005g
Day Care (Group)	S	S	S	S	P	S	P	P	P	P	S			39.03. 005h
Detention Facilities	S								S	S	S		S	
Emergency Residential	P	P	P	P	P	P	P	P	P	S	S			
Golf Courses (Public)	S	S	S	S	S	S							P	
Government Offices							P	P	P	P	P		P	
Group Care Facility	S	S	S	S	P	S	P	P	P	P				36.06. 004c
Group Home	P	P	P	P	P	P	P	P	P	P				36.06. 004c
Group Living Facility					S	S	S	S	S	S				36.06. 004
Guidance Services					P		P	P	P	P	P	P		
Hospitals					S		P	P	P	P	S		S	
Health Care	S	S			S		P	P	P	P	P	P	S	

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Libraries (Public)							P	P	P	P			S	
Maintenance Facilities	S	S						S		P	P	P	S	
Park and Recreation	P	P	P	P	P	P	P	P	P	P	P	P	P	
Postal Facilities							P	P	P	P	P	P	P	
Primary Education	S	P	P	P	P	P	P	P	P	S			P	
Public Assembly							S	S	P	P			P	
Religious Assembly	P	P	P	P	P	P	P	P	P	P	S			
Columbarium Associated with Religious Assembly (Indoor/Outdoor)	S	S	S	S	S	S	S	S	S	S	S			
Safety Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
Secondary Education													P	
Sports Facilities, Field, and Arenas (Public)													P	
Utilities	S	S	S	S	S	S	S	P	P	P	P	P	S	
Office Uses														
General Offices	S				S		P	P	P	P	P	P		
Financial Services					S		P	P	P	P	P	P		
Medical Offices					S		P	P	P	P	P	S		
Commercial Uses														
Ag Sales/Services	S							S		P	P	P		
Auto Rental/Sales								S	S	P				39.06. 005c
Auto Services							S	P	S	P	P	P		39.06. 005a,b
Body Repair								S		P	P	P		39.06. 005a

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Equipment Rental/Sales										P	P	P		39.06. 005c
Equipment Repair										P	P	P		39.06. 005a
Veh. Storage (Short-Term)										P	P	P		
Bed and Breakfast	P	S		S	P		P	P	P	P				39.06. 005d
Business Support Services							P	P	P	P	P	P		
Business/Trade School								P	P	P	P			
Campground	S					S				S				
Cocktail Lounge								P	P	P				
Commercial Recreation (Indoor)	S						S	P	P	P	P			
Commercial Recreation (Outdoor)	S								S	P	P	P	S	
Communication Service							P	P	P	P	P	P		
Construction Sale/Service								S		P	P	P		
Consumer Service							P	P	P	P	P			
Convenience Storage	S				S	S	S	S		S	P	P		39.06. 005f
Crematorium										S	S	P		
Microbrewery pub and distillery								P	P	P				
Food Sales (Convenience)							S	P	P	P	P	P		
Food Sales (Limited)							P	P	P	P				
Food Sales (General)							S	P	P	P				
Funeral Service					S		P	P		P				
Columbarium (Outdoor)					S		S	S		S				
Limited Retail Services							P	P	P	P				
Gaming Facility								S	S	P				

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
General Retail Services								P	P	P				
Kennels	P	S								S	P	P		
Laundry Services								S	S	P	P	P		
Liquor Sales		S					P	P	P	P				
Lodging								P	P	P	S			
Personal Improvement					S		P	P	P	P	P	P		
Personal Services					S		P	P	P	P	P	P		
Pet Day Care	P	S	S	S	S		P	P	P	P	P	P		39.03.019y
Pet Services	S						P	P	P	P				
Research Services							P	P	P	P	P	P		
Residential-Commercial							P	P	P	P				
Restaurants (Drive-In)							S	P	S	P	S	S		
Restaurants (General)	P						P	P	P	P	S	S		
Stables	P	S										S		
Surplus Sales	S								S	P	P			
Trade Services	S							P	S	P	P			
Vehicle Storage										S	P			
Veterinary Services	S	S					S	S	S	P	P			
Parking Uses														
Off-Street Parking			S	S	S		S	S	P	P	P	P		
Parking Structure								S	S	S	P			
Industrial Uses														
Adult Entertainment Center											S	S		Ch.3
Custom Manufacturing								S	S	P	P	P		
Light Industry											P	P		
General Industry												P		

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Heavy Industry												S		
Oil Wells	S											S		
Resource Extraction	S											S		
Salvage Services and Yards, Junk Yards												P		39.06.006a
Vehicle Storage (Long-term)											P	P		
Warehousing (Open)											P	P		
Warehousing (Closed)									S	P	P	P		
Construction Yards										S	P	P		
Recycling Collection								S		P	P	P		
Recycling Processing											P	P		
Grain Elevators												S		
Petroleum Storage/Sales	S											S		
Stockyards	S											S		
Toxic Gaseous Storage	S											S		Note 9
Dairy Plant										S	S	P		
Transportation Uses														
Aviation	P											P		
Railroad Facilities	S								S	S	P	P		
Truck Terminal										S	S	P		
Transportation Terminal	S							S	S	S	P	P		
Miscellaneous Uses														
Communications Tower	S	S	S	S	S	S		S	S		S	S		
Amateur Radio Tower	P	P	P	P	P	P	P	P	P	P	P	P		

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Construction Batch Plant											S	P		
WECS	P	P	S	S	S	S	S	S	S	S	S	P		
Landfill (Inert)	S	S										S		
Landfill (Municipal, Industrial or Special Waste)	S												S	
Alternative Energy Production Devices	P	P	S	S	S	S		S	S		S	P		
Motorized Sports	S										S	S		Note 10

*Note: Provisions of Sections 39.06.008 through 39.06.009 apply to all use types

P = Uses Permitted by Right
S = Uses Permitted by Special Permit
Blank = Use Not Permitted

ZONING DISTRICT REGULATIONS

Table 4-3a Summary of Site Development Regulations

Regulator	AG	RR	R-1	R-2	R-3*
Minimum Lot Area (square feet)	5 acres	1 Acre (Note 1)*	7,500	7,000	7,000
Minimum Lot Width (feet)	300	100			
Single-Family Detached			60	50	50
Single-Family Attached			45	45	45
Other Residential			60	75 (Note 3)	75 (Note 3)
Site Area per Housing Unit (square feet)					
Single-Family Detached	5 Acres	1 Acre	7,500	7,000	7,000
Single-Family Attached				4,000	4,000
Duplex				10,000	10,000
Townhouse or multi-family up to 4 units				7,000 for the first unit and 3,000 thereafter	7,000 for the first unit and

				(Note 6)	3,000 thereafter
Each additional multi-family unit over 4 units					7,000 for the first unit, 3,000 for the next three units and 1,000 thereafter
Retirement Residential	(Note 10)		(Note 10)	(Note 10)	(Note 10)
Front Yard Arterial Streets	50	40	25	25	25
Other Streets	50	40	25	25	25
Street Side Yard	15	15	15	15	15
Interior Side Yard	15	15	6	6 (Note 2)	6 (Note 2)
Rear Yard	50	25	20	20 (Note 5)	20 (Note 5)
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60
Maximum Building Coverage	NA	25%	40%	60%	70%
Maximum Impervious Coverage	NA	35%	50%	65%	75%
Floor Area Ratio	NA	NA	NA	NA	

- Notes Accompanying This Table Appear after Table 4-3c

ZONING DISTRICT REGULATIONS

Table 4-3b Summary of Site Development Regulations

Regulator	**MH**	**LC***	**CC***	**DC**	**GC***
Minimum Lot Area (square feet)		5,000	12,000	None	12,000
Minimum Lot Width (feet)		50	100	NA	100
Site Area per Housing Unit (square feet)		Same as R-3	NA	500	NA
Minimum Yards (feet)					
Front Yard		20	20	0	20
Street Side Yard		20	10	0	10
Interior Side Yard		10	0	0	0
Rear Yard		20	0	0	0
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60

Maximum Building Coverage		50%	60%	100%	70%
Maximum Impervious Coverage		70% (Note 10)	80%	100% (Note 10)	90%

*Uses in the R-3, LC, CC, GC, LI, and GI Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS

Table 4-3c Summary of Site Development Regulations

Regulator	**LI***	**GI***	**P*** (Note 15, Note 16)
Minimum Lot Area (square feet)	10,000	10,000	N/A
Minimum Lot Width (feet)	100	100	N/A
Site Area per Housing Unit (square feet)	N/A	N/A	N/A
Minimum Yards (feet)			
Front Yard	20	20	None except when abutting a residential zoning district; in which case the front yard setback to a building or parking area shall be the required setback of the abutting residential district
Street Side Yard	20	20	None except when abutting a residential zoning district; in which case the side yard setback to a building or parking area is 10 feet. The required side yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Interior Side Yard	10	10	None except when abutting a residential zoning district; in which case the side yard setback to a building or parking area is 10 feet. The required side yard setback shall be increased by one-half foot for each foot that the

			structure exceeds 20 feet in height.
Rear Yard	20	20	None except when abutting a residential zoning district; in which case the rear yard setback to a building or parking area is 10 feet. The required rear yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Maximum Height (feet)	SUP in excess of 60 feet	SUP in excess of 60 feet	45 feet if abutting a zoning district with a maximum height of 45 feet or less. If the abutting zoning district allows buildings taller than 45 feet, the height of the abutting zone may be applied in the Public zoning district. If a setback of 100 feet can be provided the building height may be a maximum of 65 feet. Building heights greater than 65 feet require approval of a Special Use Permit.
Maximum Building Coverage	70%	85%	70%
Maximum Impervious Coverage	90%	100%	90%
Floor Area Ratio	1.0	2.0	

*Uses in the R-3, LC, CC, GC, LI, GI and P Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS
Notes to Preceding Pages: Tables 4-2 and 4-3

Note 1:
Rural Residential development situated within one of the designated rural development areas of the Comprehensive Plan may occur on minimum lot sizes below 1.0 acres, if such development is approved by the City as a Conservation Subdivision, designed in conformance with the

Comprehensive Plan, to ensure compatible installation of infrastructure and sanitary waste collection systems in the future.

Note 2:

Six feet for single-story construction, one foot for each 4 feet for any building over 24 feet in height. See Section 39.06.003 for supplemental regulations governing single-family attached and townhouse residential use types.

Note 3:

See Section 39.06.003 for supplemental regulations regarding modifications of lot width for townhouse residential use type.

Note 4:

Height limit for residential structures. 65 feet for other permitted uses.

Note 5:

Setback ten feet for single-story construction, five feet for each additional story.

Note 6:

The 3,000 square feet per townhouse unit applies for up to 10 units in townhouse developments in the R-2 district.

Note 7:

All allowable accessory buildings to a residence shall be limited to a maximum of one thousand eight hundred feet (1,800) and for a maximum of three (3) detached structures for the first one acre or less. The total area of all accessory buildings may be increased by 350 square feet for each additional half (.5) acre of land area above one acre, but in no case shall the total exceed 30 percent lot coverage. Accessory buildings shall include the following: barns, stable, storage buildings, and detached personal vehicle garages.

Note 8:

Toxic Gaseous Storage: Storage facilities of toxic gaseous, materials, tanks/or bulk facilities shall not be built within (2) two miles of any residential subdivision or within (1) mile of any building for human occupancy generally, unless approved by a special use permit after a finding that storage will not pose a potential public health hazard.

Note 9:

(1) Adequate direct road access to the site is provided with such access designed to minimize traffic congestion; and

(2) Sufficient off-street parking areas are provided in conformance with Article 39.09, Table 9-1; and

(3) The site is located at least one (1) mile from any residentially zoned area.

Note 10:

Density for Retirement Residential is 7,000 square feet for 4 units and 1,000 square feet for each additional unit.

Note 11:

Attached garages shall not exceed the total square footage and height of the residence.

Note 12:

Detached structures shall not exceed the height of fifteen (15) feet or the height of the primary residence, whichever is less, unless the detached structure is setback from the side and rear property line a minimum of two (2) horizontal feet for every one (1) foot in height exceeding the maximum height of the structure in residential districts.

Note 13:

Accessory structures larger than two hundred and fifty (250) square feet shall be constructed with similar materials of the primary residence or building in residential and commercial zoning districts.

Note 14:

Residential Use in multi-story structures in the DC zoning district, as well as family and group cares, emergency residential, group care, group home, religious assembly, and bed and breakfast uses will be located in the floor or floors above commercial uses.

Note 15:

In addition to the off street parking requirements in Article 39.09, parking and loading areas in the P zoning district abutting or directly across the street from a residential zoning district shall be set back the minimum front yard setback of the adjacent residential district.

Note 16:

All service, repair, processing or storage on property abutting or across the street from a residential zoning district shall be contained wholly within an enclosed building unless screened from residential zoning by a site-obstructing fence or wall. (Ord. No. 1171 § 1; Ord. No. 1205, § 1; Ord. 1225 § 2; Ord. 1235 § 1 & 2; Ord. 1244 § 3, Ord. 1423 § 4; Ord. 1437 § 4; Ord. 1475 § 1. Ord. 1604 § 3. Ord. No. 1610 § 3, Ord. No. 1643 § 1, Ord. No. 1650 § 3; Ord. No. 1706 § 3; Ord. No. 1707 § 3; Ord. 1727 § 3; Ord. 1742 § 4; Ord. 1798 § 8)

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

_____

Scott Decker, President
Board of City Commissioners

ATTEST

_____

Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024

Final Passage: _____, 2024